

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

FROM : SAC Cincinnati

SUBJECT: THOMAS E. BISHOP  
SPECIAL AGENT

DATE: November 5, 1947

*W. H. Rusk*

Special Agent BISHOP, when serving on SIS, was Acting Legal Attache at Venezuela and in that capacity responsible for the administration of the Bureau's office there, and was later made Legal Attache in Montevideo, Uruguay shortly before the retrenchment program in SIS.

In addition, Agent BISHOP had had the Bureau's course for Inspectors' Aides, and has actually assisted in two full scale inspections.

Agent BISHOP has been given an opportunity to work under my supervision in an administrative capacity in this office and has indicated a thorough knowledge of Bureau policies and procedures.

In view of the above, the Bureau is requested to authorize the use of this agent in a supervisory capacity on holidays and as an occasional relief supervisor when other supervisory personnel are necessarily absent from the office.

COMMUNICATIONS SECTION  
NOV 7 1947

67-204108-122

Searched

Numbered

Filed

4 NOV 7 1947

FEDERAL BUREAU OF INVESTIGATION

1. COMMUNICATION

67-4975

MAILED 4

NOV 7 1947 P.M.

2. FOLLOW-UP

FEDERAL BUREAU OF INVESTIGATION  
U.S. DEPARTMENT OF JUSTICE

NO TOWERS

INITIALS *Rusk*

*memorandum to SAC at [illegible]*

*with the [illegible]*

*Agent Bishop as a relief supervisor.*

*W. H. Rusk*

*[Signature]*

0 11629

M. Thomas R. Bishop

Date December 29, 1947

Title

Grade and Salary

Division or Bureau FBI

Department ☐

Appropriation

Field ☒ agent

Beginning

Terminating C. O. B.

Indefinite [ ]\*

Remarks Deduct 8 hours on December 20, 1947.

J. Edgar Hoover

## \*IMPORTANT:

This form to be used for reporting all leave without pay EXCEPT military.

Persons returning to duty subsequent to this report or from indefinite leave will not be restored to the pay roll until Form PR3a (LWOP) is submitted.

11 JAN 2 1947

17 JAN 2 1947

64



United States Department of Justice  
Federal Bureau of Investigation

IN REPLY, PLEASE REFER TO

FILE NO. \_\_\_\_\_

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to February 15, 1948, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name [REDACTED] BISHOP Address 2217 PARK AVE, CINCINNATI, 6,  
Relationship WIFE Dated 1/24/48 OHIO

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name [REDACTED] Address 2217 PARK AVE, CINCINNATI, 6,  
Relationship WIFE Dated 1/24/48 OHIO

Very truly yours, 67-NOT RECORDED

2 JAN 28 1948

Thomas E. Bishop  
Special Agent

ack  
1-27-48  
wh

3/11/48 NPL

912

# FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

**MR. THOMAS E. BISHOP**

Date **February 25, 1948**

Nature of Action

**MR. THOMAS  
PERIODIC PAY INCREASE**

Personnel Action Number  
**F.B.I. - 13332**

Legal Authority

**13332**

Effective **March 7, 1948**

	FROM	TO
Position	<b>Special Agent</b>	
Grade	<b>CAP 12</b>	<b>same</b>
Salary	<b>\$6144.60</b>	<b>\$6384</b>
Division and Section Headquarters		
Appropriations	<b>S &amp; E, F.B.I.</b>	<b>S &amp; E, F.B.I.</b>
Departmental or Field	<input type="checkbox"/> Dept. <input checked="" type="checkbox"/> Field	<input type="checkbox"/> Dept. <input checked="" type="checkbox"/> Field

## NATURE OF POSITION

a. VICE	b. ADDITIONAL IDENTICAL	c. NEW
P. C. NO.	P. C. NO.	P. C. NO.
Date of Birth		Date of Oath

REMARKS

**Prom. under the Auto. Prom. Bill, Public Law #200 as amended 6-30-45. Prom. under the same Bill from \$5905.20 to \$6144.60 in CAP 12 eff. 8-25-46. Last efficiency rating - EXCELLENT.**

*JW/slc*

**53 FEB 26 1948**

**67-NOT RECORDED**

*W  
E  
ATT*



Prepared by  
Checked by  
Filed by

*JH*

February 25, 1948

Mr. Thomas A. Bishop  
Federal Bureau of Investigation  
Cincinnati, Ohio

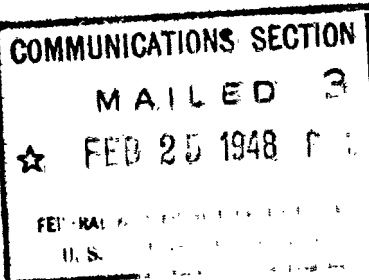
Dear Mr. Bishop:

In connection with the Uniform Promotion Act, I am indeed pleased to advise you that you have been recommended for promotion from \$6144.60 per annum to \$6324 per annum in Grade G-12, effective March 7, 1948.

Sincerely yours,

John Edgar Hoover  
Director

3 MAR 1 1948  
RECORDED



SEARCHED	INDEXED
NUMBERED	FILED
6 FEB 26 1948	
FEDERAL BUREAU OF INVESTIGATION	

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Mohr  
Mr. Pennington  
Mr. Quinn Tamm  
Tele. Room  
Mr. Nease  
Miss Gandy

CC: SAC, Cincinnati  
Mr. J. E. Edwards  
Movement Section

JW:jah

*Vib*

*61*

## DEPARTMENT OF JUSTICE

## NOTICE OF LEAVE WITHOUT PAY

No. 0 15644M. Thomas E. BishopDate March 9. 19 48

Title

Grade and Salary

Division or Bureau FBIDepartment ☐

Appropriation

Field ☒ agent

Beginning

Terminating C. O. B.

Indefinite [ ] +

Remarks

A1Deduct 1 hour on 1-31-48.J. Edgar Hoover**\*IMPORTANT:**

This form to be used for reporting all leave without pay EXCEPT military.

Persons returning to duty subsequent to this report or from indefinite leave will not be restored to the pay roll until Form PR3a (LWOP) is submitted.

Re: THOMAS E. BISHOP, SPECIAL AGENT  
ANNUAL EFFICIENCY RATING

E.O.D. - June 30, 1941  
E.O.D. Cincinnati - August 15, 1946  
CAF 12 - \$6384.00

Agent BISHOP is of average build, dresses neatly at all times, and makes an excellent personal appearance. He is very friendly, meets people easily, and creates a good impression. He has shown a high degree of initiative and resourcefulness in his investigations and has considerable force and aggressiveness.

He is rated excellent in his dictating ability. I have not heard him testify but he has had experience in this field and makes an excellent witness. He has handled physical surveillances and handles this type of assignment extremely well. His reports are well written, requiring a minimum of supervision. He gets along unusually well with law enforcement officials and businessmen. He organizes his work well and turns out an above average volume. He has shown unusual intelligence and good judgment in his investigations and follows through clearly and logically on his cases. He is in excellent physical condition.

During the period covered by this rating he has handled a cross-section of the Bureau's criminal work in headquarters city, concentrating principally on Theft From Interstate Shipment cases. In the case of [redacted] THEFT FROM INTERSTATE SHIPMENT; NATIONAL MOTOR VEHICLE THEFT ACT", this agent's alertness in noting a similarity in motor numbers solved the theft of two new automobiles which were part of an interstate shipment. In the case of [redacted] THEFT FROM INTERSTATE SHIPMENT", which involved the theft of a truckload of liquor, BISHOP supervised the investigation of this case which resulted in the apprehension of the subject, and in this case, which was quite old, he secured a confession from the defendant without which it would have been impossible to secure a conviction. He developed the information which resulted in the apprehension by the New Orleans Office of [redacted] who was badly wanted for murder by local authorities, and was the subject of an Unlawful Flight to Avoid Prosecution case. MAY 8 1948

b6  
b7c

This man is a qualified speaker. He had supervisory experience at the Bureau, is an Inspector's Aide, and I believe that he has demonstrated supervisory and executive ability.

67-204108-124
Searched.....
Numbered.....
Filed.....
4 APR 16 1948
FEDERAL BUREAU OF INVESTIGATION

A. E. Osthoff  
A. E. OSTHOFF  
Special Agent in Charge

Employee's Initials:

T. E. B.

THREE

# ANNUAL REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )  
OFFICIAL:  
REGULAR (X) SPECIAL ( )  
PROBATIONAL ( )

As of March 31, 1948 based on performance during period from April 1, 1947 to March 31, 1948

THOMAS E. BISHOP

(Name of employee)

SPECIAL AGENT, CAF 12

(Title of position, service, and grade)

FEDERAL BUREAU OF INVESTIGATION, CINCINNATI, OHIO

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE  ✓ if adequate — if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE:  Administrative, supervisory, or planning <input type="checkbox"/>  All others <input checked="" type="checkbox"/>
---	---	---

- (1) Maintenance of equipment, tools, instruments.  
----- (2) Mechanical skill.  
± (3) Skill in the application of techniques and procedures.  
----- (4) Presentability of work (appropriateness of arrangement and appearance of work).  
± (5) Attention to broad phases of assignments.  
± (6) Attention to pertinent detail.  
----- (7) Accuracy of operations.  
± (8) Accuracy of final results.  
± (9) Accuracy of judgments or decisions.  
± (10) Effectiveness in presenting ideas or facts.  
± (11) Industry.  
± (12) Rate of progress on or completion of assignments.  
± (13) Amount of acceptable work produced. (Is mark based on production records? -----) (Yes or no)  
± (14) Ability to organize his work.  
± (15) Effectiveness in meeting and dealing with others.  
± (16) Cooperativeness.  
± (17) Initiative.  
± (18) Resourcefulness.  
± (19) Dependability.  
± (20) Physical fitness for the work.

- (21) Effectiveness in planning broad programs.  
----- (22) Effectiveness in adapting the work program to broader or related programs.  
----- (23) Effectiveness in devising procedures.  
----- (24) Effectiveness in laying out work and establishing standards of performance for subordinates.  
----- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.  
----- (26) Effectiveness in instructing, training, and developing subordinates in the work.  
----- (27) Effectiveness in promoting high working morale.  
----- (28) Effectiveness in determining space, personnel, and equipment needs.  
----- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.  
----- (30) Ability to make decisions.  
----- (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED  
Capability for additional

- ± (A) responsibility.  
----- (B) -----  
----- (C) -----

STANDARD Deviations must be explained on reverse side of this form	Adjective Rating	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated.	Excellent	Rating official <u>EXCELLENT</u>
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.	Very Good	
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.	Good	Reviewing official -----
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.	Fair	
Minus marks on at least half of the underlined elements.	Unsatisfactory	

Rated by H. E. Osterhoff Special Agent in Charge March 31, 1948  
(Signature of rating official) (Title) (Date)  
Reviewed by [Signature] Assistant Director  
(Signature of reviewing official) (Title) (Date)  
Rating approved by efficiency rating committee Report to employee  
(Date) (Adjective rating)

P. . Box 1277  
Cincinnati 1, Ohio  
March 1, 1948

~~PERSONAL AND CONFIDENTIAL~~

Director, FBI

Re: PERSONNEL

Dear Sir:

Reference is made to SAC Letter No. 27, Series 1948. The following agents assigned to this office should be considered on a long range basis for development as Special Agents in Charge:

ROBERT A. GARVEY (A) - This man entered on duty January 6, 1941. Recently he was in charge of the investigation of White Slave activities at Trenton, Ohio. He did an outstanding job on this case, exhibiting excellent judgment at all times, worked long hours, and was enthusiastic. GARVEY meets people easily. He has had considerable investigative experience and has demonstrated a familiarity with Bureau policies. He gets along well with the other personnel, and I believe that he can handle personnel.

THOMAS E. BISHOP - This man entered on duty June 30, 1941 and spent considerable time on SIS. BISHOP is enthusiastic, dependable, and has exhibited good judgment. He meets people easily, makes an excellent appearance, and I believe he has administrative ability. I think he should have more experience in the domestic field before assuming the duties of Assistant Special Agent in Charge, but I have noted he has readjusted himself more quickly than most agents who spent time on SIS assignments.

Very truly yours,

A. E. OSTROLOFF, SAC

ASD:MCC

SAC, Cincinnati

July 29, 1948

Director, FBI

THOMAS E. BISHOP  
Special Agent

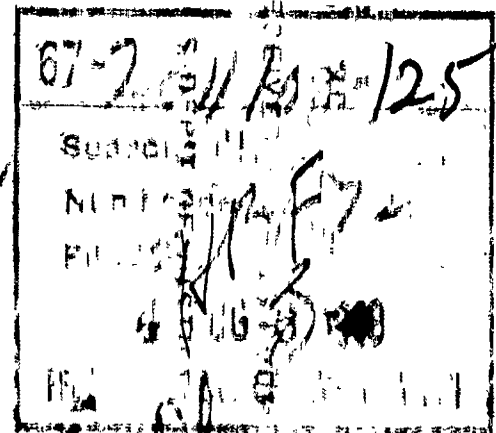
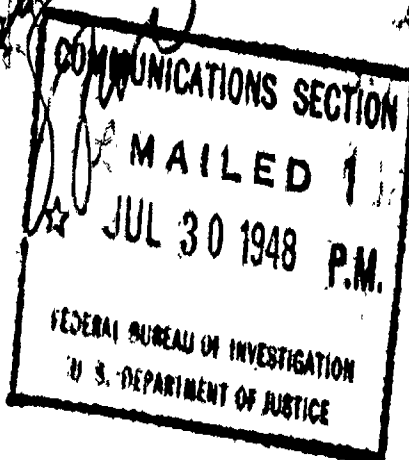
PERSONAL AND CONFIDENTIAL

Special Agent Thomas E. Bishop reported to the Bureau on April 26, 1948, for special assignment in the Security Investigative Division.

During the period that Agent Bishop was assigned to the Seat of Government, he was utilized as a supervisor both in opening investigations and reviewing reports submitted by the Field. Agent Bishop performed his duties in a capable manner and his work was entirely satisfactory.

This is being supplied for your information and it is desired that you reflect the above comments in the next efficiency report submitted on this agent.

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Mohr  
Mr. Pennington  
Mr. Quinn Tamm  
Tele. Room  
Mr. Nease  
Miss Gandy



SAC, CINCINNATI

June 9, 1948

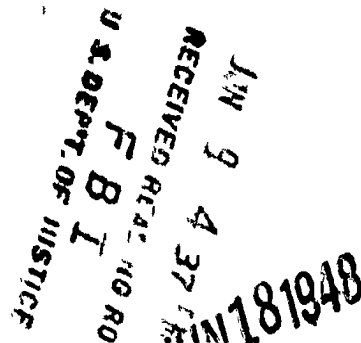
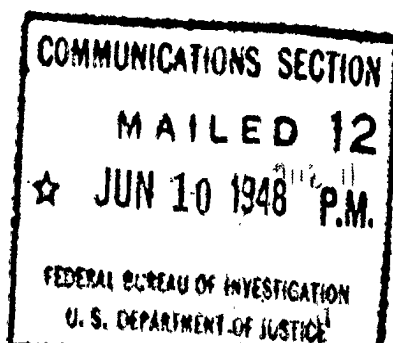
DIRECTOR, FBI

SPECIAL AGENT T. E. BISHOP  
FIREARMS TRAINING

Special Agent T. E. Bishop who is on special assignment at the Seat of Government attended the May firearms training period at Quantico, Virginia, and received the following scores:

Hip Shooting — 98  
Practical Pistol Course — 94  
Rifle — 80

These scores should be entered on Agent Bishop's field firearms training record.



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: September 7, 1948

FROM : SAC, Cincinnati

SUBJECT: THOMAS E. BISHOP  
SPECIAL AGENT*Salpini*

This is to advise that the captioned agent has enrolled in the Law School of the Salmon P. Chase College in Cincinnati, and will attend classes two nights per week. He will receive his degree in February 1950.

SA BISHOP had completed a great deal of his legal education at the University of Cincinnati Law College before entering the Bureau, and he is taking the present opportunity to complete his legal training and also plans to take the examination for the Ohio Bar in February 1950.

AEO:MCC

6 SEP 16 1948

204108-126

6 SEP 9 1948

FEDERAL BUREAU OF INVESTIGATION

21

*[Handwritten signature]*



## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *Vmm*

DATE: 10-7-48

FROM : H. H. CLEGG *Vmm*SUBJECT: SA THOMAS E. BISHOP  
CINCINNATI OFFICE  
AIDE TO INSPECTOR12 OCT 26 1948  
RECORDED

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Mr. Nease	
Miss Holmes	
Miss Gandy	

The above named agent assisted Mr. Naughten during the recent inspection of Richmond and Norfolk Divisions. Bishop has had previous experience of this type. He is more energetic than many agents, has an agile mind, grasping techniques readily and arriving at his results quickly and accurately. He has a very pleasant and positive personality and was able to produce an above-average amount of highly satisfactory work. He is rated as an Excellent aide.

67-12041-127  
OCT 15 1948  
FEDERAL BUREAU OF INVESTIGATION

TEN:dgh

83

*Noted 10-14-48  
JER**Ly*

February 15, 1949

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Cincinnati, Ohio

Dear Sir:

A check of the pay roll records of this Bureau shows that no retirement deductions were made from your salary for a portion or all of the period you were on a confidential assignment outside the United States. Due to the nature of your assignment it was not advisable that your name appear on the forms used in reporting such deductions.

The Civil Service Commission has advised that these deductions are not optional but mandatory. In order to receive annuity benefits upon reaching retirement age under the present retirement law, a deposit must be made in the amount that should have been deducted from your salary (3½ per cent of basic salary prior to July 1, 1942, and 5 per cent of basic salary July 1, 1942 to June 30, 1948). No interest on the amount due will be charged since it was through an administrative policy that deductions were not made.

You may use the attached form to apply for service credit. The period during which no deductions were made from your salary is indicated under the heading "Periods of Service." Fill in only Number 3, "Date of Birth"; Number 7, method you wish to use in making the payment (may be made either in a lump sum or installment payments of not less than \$10 each month); and your signature. Return the form to the Bureau for the attention of the Chief Clerk's Office.

Computation of the amount of the deposit will be made by the Civil Service Commission. Submitting this application does not obligate you to make the payment, but as outlined above, no annuity benefits are due until such payment is made.

Very truly yours,

*J. Edgar Hoover*  
John Edgar Hoover,  
Director

Mr. Tolson \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Gurnea \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Pennington \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

COMMUNICATIONS SECTION

MAILED 13

FEB 15 1949 PM

Attachment



United States Department of Justice  
Federal Bureau of Investigation

IN REPLY, PLEASE REFER TO

FILE NO. \_\_\_\_\_

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to November 30, 1948, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by ~~CHECK~~ MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name [Redacted] Bishop Address 2217 PARK AVE, CINCINNATI, 6, OHIO  
Relationship WIFE Dated 11/24/48

b6

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name [Redacted] Bishop Address 2217 PARK AVE, CINCINNATI, 6, OHIO  
Relationship WIFE Dated 11/24/48

Very truly yours,

Thomas E. Bishop  
Special Agent

49

1 DEC 8 1948

ack  
12/1/48  
Cao

577-201  
[Signature]

ANNUAL  
REPORT OF  
EFFICIENCY RATING

Form approved.  
Budget Bureau No. 50-R0123.

ADMINISTRATIVE-UNOFFICIAL ( )  
OFFICIAL:  
REGULAR (X) SPECIAL ( )  
PROBATIONAL ( )

As of March 31, 1949 based on performance during period from April 1, 1948 to March 31, 1949

THOMAS E. BISHOP  
(Name of employee)

SPECIAL AGENT, CAF 12  
(Title of position, service, and grade)

FEDERAL BUREAU OF INVESTIGATION, CINCINNATI DIVISION  
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input checked="" type="checkbox"/>
---------------------------------	---	---

- \_\_\_\_ (1) Maintenance of equipment, tools, instruments.  
\_\_\_\_ (2) Mechanical skill.  
+ (3) Skill in the application of techniques and procedures.  
\_\_\_\_ (4) Presentability of work (appropriateness of arrangement and appearance of work).  
+ (5) Attention to broad phases of assignments.  
+ (6) Attention to pertinent detail.  
\_\_\_\_ (7) Accuracy of operations.  
+ (8) Accuracy of final results.  
+ (9) Accuracy of judgments or decisions.  
+ (10) Effectiveness in presenting ideas or facts.  
+ (11) Industry.  
+ (12) Rate of progress on or completion of assignments.  
+ (13) Amount of acceptable work produced. (Is mark based on production records? \_\_\_\_\_) (Yes or no)  
+ (14) Ability to organize his work.  
+ (15) Effectiveness in meeting and dealing with others.  
+ (16) Cooperativeness.  
+ (17) Initiative.  
+ (18) Resourcefulness.  
+ (19) Dependability.  
+ (20) Physical fitness for the work.

- \_\_\_\_ (21) Effectiveness in planning broad programs.  
\_\_\_\_ (22) Effectiveness in adapting the work program to broader or related programs.  
\_\_\_\_ (23) Effectiveness in devising procedures.  
\_\_\_\_ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.  
\_\_\_\_ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.  
\_\_\_\_ (26) Effectiveness in instructing, training, and developing subordinates in the work.  
\_\_\_\_ (27) Effectiveness in promoting high working morale.  
\_\_\_\_ (28) Effectiveness in determining space, personnel, and equipment needs.  
\_\_\_\_ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.  
\_\_\_\_ (30) Ability to make decisions.  
\_\_\_\_ (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED  
Capability for additional  
(A) responsibility

STANDARD Deviations must be explained on reverse side of this form	Searched Numbered <u>24</u> Filed <u>APR 13 1949</u> Adjective Rating Excellent Very Good Good Fair Unsatisfactory	Adjective Rating EXCELLENT TEB
---	--	--------------------------------------

Plus marks on all underlined elements, and check marks on better or other elements rated.  
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.  
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.  
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.  
Minus marks on at least half of the underlined elements.

Rated by A. E. Overholser Special Agent in Charge April 12, 1949  
(Signature of rating official) (Title) (Date)  
Reviewed by W. R. Calver Assistant Director  
(Signature of reviewing official) (Title) (Date)  
Rating approved by efficiency rating committee \_\_\_\_\_ Report to employee \_\_\_\_\_  
(Date) (Adjective rating)

Re: THOMAS E. BISHOP, SPECIAL AGENT  
ANNUAL EFFICIENCY RATING

E.O.D. - June 30, 1941  
E.O.D. Cincinnati - August 15, 1946  
CAF 12 - \$6714.00

This agent is of average height and build, dresses neatly, and makes an excellent personal appearance. He is very friendly and creates a good impression. He has shown a considerable amount of initiative and resourcefulness in his investigations and has demonstrated force and aggressiveness.

75  
and  
He is rated excellent in his ability to dictate. He has appeared as a witness for the U. S. Commissioner and in District Court and he performed creditably. He has participated in numerous arrests and he is qualified in the use of all Bureau firearms. I would not hesitate to use him on dangerous assignments. His reports are very well written and require a minimum of correction. He gets along unusually well with law enforcement officials and creates a good impression on persons in the business field. He organizes his work well and has shown good judgment in following through on his investigations. He does not hesitate to accept responsibility. He is in excellent physical condition.

He has handled a cross-section of the Bureau's work in the criminal field. He was assigned to the Bureau on April 26, 1948 where he was utilized as a supervisor in opening investigations and reviewing reports submitted by the field in connection with Loyalty of Government Employee investigations. He performed his duties in a capable manner and his work was entirely satisfactory.

He is used in this office as a relief supervisor and has performed in an excellent manner. I believe he has supervisory and administrative ability.

At the present time this agent is completing his legal training which he interrupted to enter the Bureau and, therefore, is not available for assignment away from Cincinnati. As soon as he completes this legal training he will accept assignment either of a general or special nature, wherever the Bureau may require his services.

*A. E. Ostholhoff*  
A. E. OSTHOLTHOFF  
Special Agent in Charge

Employee's Initials:

TEB

July 22, 1949

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Cincinnati, Ohio

Dear Sir:

Reference is made to Bureau letter dated February 15, 1949, wherein you were advised that no retirement deductions were made from your salary for a portion or all of the period you were on a confidential assignment outside the United States. You were further advised that no annuity benefits would be received by you at the age of retirement until you had deposited to the Retirement Fund the amount which should have been taken from your salary since deductions for the period of your confidential assignment were considered mandatory by the Civil Service Commission. An application for Service Credit was forwarded to you with the Bureau's letter of reference in order that the Civil Service Commission could compute the amount which you owe. The majority of employees to whom applications were forwarded have returned them to the Bureau and they were subsequently transmitted to the Civil Service Commission for appropriate action.

On June 24, 1949, Public Law 123, 81st Congress, was approved which provides that if deductions should have been taken from an employee's salary but were not taken by the agency, the employee will get credit for the period of service not covered by the deductions which prior to the passage of the Public Law were considered mandatory. In other words, the deductions which should have been taken from your salary during your confidential assignment may or may not be deposited to the Retirement Fund at your discretion and failure to make the deposit will not preclude the receipt of annuity benefits at retirement age.

It is pointed out, however, that while you need not deposit to the Retirement Fund the amount not deducted from your salary while on a confidential assignment, if such deposit is not made your annuity at retirement will be reduced by one-tenth of the amount owed. For example, assume that \$500 should have been deducted from your salary for retirement purposes. If you do not deposit the \$500 to the fund, your annuity would be reduced by \$50 per year.

The Civil Service Commission has advised the Bureau that any payments received by that office prior to June 24, 1949, were deposited to the Retirement Fund and it will not be possible to refund the payments to the employee. It is understood further from the Commission that any payments received on and after June 24 will be held by that office until it contacts the employee to determine whether he wants to apply the payments to the amount which he owes. In the case

Mr. Tolson \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Gurnea \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Pennington \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

VEN

*W. J. [Signature]*



United States Department of Justice  
Federal Bureau of Investigation

IN REPLY, PLEASE REFER TO

FILE NO. \_\_\_\_\_

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to July 31, 1949, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by ~~CHECK~~ - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Funds:

Name [Redacted] BISHOP Address 2217 PARK AVE, CINCINNATI, 6, OH 10  
Relationship WIFE Dated 7/13/49

b6

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name [Redacted] BISHOP Address 2217 PARK AVE, CINCINNATI, 6, OH 10  
Relationship WIFE Dated 7/13/49

Very truly yours, O

3 JUL 22 1949  
ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 7-13-13 BY [Redacted]

Thomas E. Bishop  
Special Agent

42

## U.S. DEPARTMENT OF JUSTICE

## FEDERAL BUREAU OF INVESTIGATION

Prepared by *Jah*  
Checked by *me*  
Filed by *me*

MR. THOMAS E. BISHOP

WASHINGTON 25, D.C.

Nature  
of ActionMr. Thomas E. Bishop  
PERIODIC PAY INCREASE

Date

September 12, 1949

Personnel Action Number

F.B.I.- 3517 3617

Legal Authority

Effective

September 12, 1949

Position

FROM

Special Agent

TO

Grade

CAP 12  
\$6714CAP 12  
\$6953.40

Salary

Division

and

Section

Headquarters

Appropriations

S &amp; E, F.B.I.

S &amp; E, F.B.I.

Departmental  
or Field

Dept.

Field

Dept.

Field

## NATURE OF POSITION

a. VICE

b. ADDITIONAL IDENTICAL

c. NEW

P.C. NO.

P.C. NO.

P.C. NO.

Date of Birth

Date of Oath

## REMARKS

Prom. under the Auto. Prom. Bill, Public Law  
#200 as amended 6/30/45. Prom. under the same  
Bill in CAP 12 \$6144.60 to \$6384.40 eff. 7-7-49  
Last efficiency rating - EXCELLENT - Approved  
Rating Committee 5-6-49.

93 SEP 16 1949  
17-227 RECORDED  
*Jah*



Prepared by: *dh*  
Checked by: *dh*  
Filed by: *dh*

September 12, 1949

Mr. Thomas A. Bishop  
Federal Bureau of Investigation  
Cincinnati, Ohio

Dear Mr. Bishop:

In connection with the Uniform Promotion Act, I am indeed pleased to advise you that you have been recommended for promotion from \$6714 per annum to \$6953.40 per annum in Grade CAF 12, effective September 18, 1949.

Sincerely yours,

John Edgar Hoover  
Director

2 SEP 16 1949  
RECORDED

CC: SAC, Cincinnati  
Mr. J. E. Edwards  
Movement.

100-127  
34  
4 SEP 18 1949  
FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

JW-dt *dh*  
COMMUNICATIONS SECTION  
MAILED 6  
★ SEP 12 1949 P.M.  
FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

*dh*  
*JE*  
*m*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI  
FROM : SAC, Cincinnati  
SUBJECT: THOMAS E. BISHOP  
Special Agent

DATE: September 19, 1949

This is to advise that Mrs. and SA BISHOP are the parents of a baby daughter, born [REDACTED]. She is their first child.

b6

ESG

RECORDED

13 OCT 4 1949

67-204108-130
29
25
4 SEP 22 1949
FEDERAL BUREAU OF INVESTIGATION

THREE

File 131 wreg/Ot

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: November 23, 1949

FROM : Inspector M. E. GURNEA

SUBJECT: SA T. E. BISHOP

SA T. E. BISHOP assisted me during the inspection of the New York Office. BISHOP is particularly sincere and conscientious and can be relied upon to carry out his assignments with thoroughness and dispatch. This Agent probably put in more voluntary overtime during the inspection than any other aide assigned to that inspection. He is thoroughly qualified to assist in this work.

MEG:MKC

September 27, 1949

0  
Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Cincinnati, Ohio

Dear Mr. Bishop:

On this happy occasion  
I want to extend to Mrs. Bishop  
and you my congratulations on the  
arrival of your daughter.

I know that she has  
brightened both of your lives and  
it is my sincere wish that happi-  
ness and good health will be with  
her always.

Sincerely,

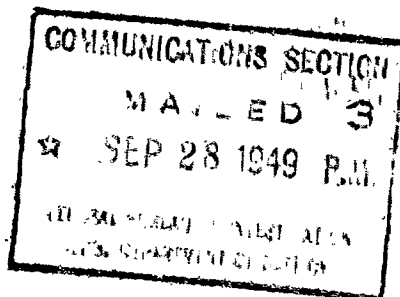
J. Edgar Hoover

cc - SAC, Cincinnati (P&C)

67-204108  
dmr

dmr

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_



13 OCT 4 1949  
RECEIVED  
F B I  
U.S. DEPT. OF JUSTICE  
OCT 10 10 01 AM '49

✓

gdn

AC, Cincinnati

March 23, 1950

Director, FBI

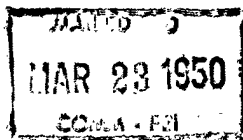
Thomas E. Bishop  
Special Agent

Reurlet March 15, 1950.

Bureau authority is hereby granted for you to utilize the services of the above-named Agent as a supervisor in your Division.

CC - Miss Usilton  
HLE:rcb

*J. M. V.*



*[Handwritten signatures and initials]*

olson \_\_\_\_\_  
ad \_\_\_\_\_  
egg \_\_\_\_\_  
evin \_\_\_\_\_  
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## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

FROM : SAC, Cincinnati

SUBJECT: THOMAS E. BISHOP  
Special Agent

DATE: March 15, 1950

*Supervisor*

Rebulet March 13, 1950, pointing out that the Bureau could not approve the assignment of Agent BISHOP to replace, as Field Supervisor, SA G. LAWRENCE KELLER, until it is indicated that Agent BISHOP is completely available for general and special assignments.

The Bureau is advised that Agent BISHOP has just completed his legal education and has graduated from Salmon P. Chase College of Law, Cincinnati. He is taking a Bar Review Course at this time and had planned to take the Ohio Bar Examination in June, 1950. However, he advises me that if he were transferred prior to that time he would be very willing to accept the transfer and he is completely available for general and special assignments.

In view of the above, the Bureau is requested to reconsider this matter and to advise me as to its decision.

CC:ESG  
67-4975  
(cc: 67-956)

*OK*  
*gmn*  
*SAC advised OK*  
*10-23-50*  
*RECORDED*  
*13 MAR 28 1950*

67-204108-132	
Searched	_____
Numbered	26
Filed	_____
5 MAR 17 1950	
FEDERAL BUREAU OF INVESTIGATION	

*THREAT*  
*John*

COPYJAK

DECLASSIFICATION AUTHORITY DERIVED FROM:  
FBI AUTOMATIC DECLASSIFICATION GUIDE  
DATE 08-17-2011

March 13, 1950

PERSONAL AND CONFIDENTIAL

SAC, Cincinnati

RE: THOMAS E. BISHOP  
Special Agent

Dear Sir:

Reurlet March 3, 1950, recommending Special Agent Thomas E. Bishop to replace Special Agent G. Lawrence Keller, as Field Supervisor. The Bureau cannot approve this assignment of Agent Bishop unless you furnish current information indicating that he is completely available for general and special assignments. The most recent information in his file is your efficiency report of April 12, 1949, in which you state that Agent Bishop is completing his legal training, which he interrupted to enter the Bureau, and therefore is not available for assignment away from Cincinnati.

As you are probably aware, the Bureau considers field supervisory positions as steps in the long range development of Special Agent personnel for more responsible positions, and being unavailable for general and special assignment is inconsistent with the approval of a man for such training.

At such time as you submit information indicating that Agent Bishop is now completely available, or in the event he is not, when you submit an alternative recommendation, this matter will be given further consideration.

Very truly yours,

John Edgar Hoover  
Director

CC: Movement Section

HLE:pam

14 MAR 17 1950

Director, FBI

March 3, 1950

SAC, Cincinnati

THOMAS E. BISHOP  
Special Agent

~~CONFIDENTIAL~~

SA G. LAWRENCE KELLER, who is the approved Field Supervisor in the Cincinnati Division, has been transferred to the Seat of Government, where he will report on or about March 13. To replace SA KELLER as Field Supervisor, the Bureau is requested to approve SA THOMAS E. BISHOP.

BISHOP entered on duty June 30, 1941, and has been assigned to the Cincinnati Office since August 15, 1946. He has had considerable experience as a Relief Supervisor and has handled the desk of the Field Supervisor in this office in a relief capacity. I have found him very conscientious, his judgment is very good, and I feel that he is fully capable of handling the duties.

ABOVE  
67-1975  
(cc: 67-956)



THOMAS E. BISHOP

SPECIAL AGENT

ENTRY ON DUTY: June 30, 1941

SALARY: GS-12 \$7000.00

OFFICES OF PREFERENCE: (1) Cincinnati (2) Memphis

AGENT'S EXAMINATION: 85.75%

SAC Ostholtzoff: This Agent is of average height and build and makes an excellent personal appearance. He is very friendly. He is an excellent investigator and works with a minimum of supervision. He is very conscientious and has assisted in several inspections of the office. He has supervisory and administrative ability and has acted as a relief supervisor. Rating: Excellent.

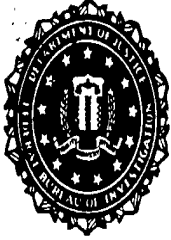
INSPECTOR GURNEA: I agree with the comments of the SAC. This agent is supervisor and ASAC material.

Inspection Report  
Cincinnati Office  
Insp. Gurnea  
January 11, 1950  
Interviewed by Mr. Gurnea

MAY 23 1950

NOT RECORDED

*Weyler*



United States Department of Justice  
Federal Bureau of Investigation  
Washington, D. C.



Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by ~~check~~ - MONEY ORDER) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name [redacted] Bishop Relationship Wife Date 3/21/50  
Address 2217 PARK AVE, CINCINNATI, 6, OHIO

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name [redacted] Bishop Relationship Wife Date 3/21/50  
Address 2217 PARK AVE, CINCINNATI, 6, OHIO

ack  
MAR 24 1950

3/  
77-1000-20000-2

Very truly yours,

Thomas E. Bishop  
Special Agent

12 1950

# REPORT OF EFFICIENCY RATING

based on performance during period from April 1, 1949 to March 31, 1950

(Title of position, service, and grade)

(Organization—Indicate bureau, division, section, unit, field station)

U. S. GOVERNMENT PRINTING OFFICE 16-26177-5

Re: THOMAS E. BISHOP, FIELD SUPERVISOR  
ANNUAL EFFICIENCY RATING

E.O.D. - June 30, 1941  
E.O.D. Cincinnati - August 15, 1946  
GS-12 - \$7000.00

Special Agent BISHOP makes an excellent personal appearance. He has a very friendly approach and creates a good impression. He has shown a high degree of initiative and resourcefulness in handling his investigations and is very forceful and aggressive.

He is rated excellent in his ability to dictate. He has handled dangerous assignments on numerous occasions, and has acquitted himself well. He has also operated very well on physical surveillances. His reports and other communications are well written, being clear and concise.

He has been very successful in his contacts with law enforcement officials and persons in the business world. He organizes his work well and has operated with a minimum of supervision. He has shown an ability to handle the most complicated types of investigation, and recently was quite successful in quickly solving an important extortion case in this office. He does not hesitate to accept responsibility.

He is in excellent physical condition.

| He is an excellent witness.

He is available for special and general assignment.

This agent, for the greater part of this rating period, has worked in headquarters city on general criminal cases. Since approximately March 15, 1950, he has held the position of Field Supervisor. Before that time he assisted on several occasions in the supervision of the work in the office. He has shown good judgment. He is conscientious, enthusiastic, and interested in the work. He definitely has possibilities of developing into an Assistant Special Agent in Charge and should ultimately be considered for the position of Special Agent in Charge after more experience. Rating: Excellent.

A. E. OSTHOLTHOFF  
Special Agent in Charge

Employee's Initials:

T E B

# REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )  
OFFICIAL:  
REGULAR ( ) SPECIAL (X)  
PROBATIONAL ( )

As of June 20, 1950 based on performance during period from 4-1-50 to 6-20-50

THOMAS E. BISHOP

(Name of employee)

FIELD SUPERVISOR, GS-12

(Title of position, service, and grade)

FEDERAL BUREAU OF INVESTIGATION, CINCINNATI DIVISION

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE V if adequate - if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input checked="" type="checkbox"/> All others <input type="checkbox"/>
---	---	---

- (1) Maintenance of equipment, tools, instruments.
- (2) Mechanical skill.
- + (3) Skill in the application of techniques and procedures.
- (4) Presentability of work (appropriateness of arrangement and appearance of work).
- + (5) Attention to broad phases of assignments.
- + (6) Attention to pertinent detail.
- (7) Accuracy of operations.
- + (8) Accuracy of final results.
- + (9) Accuracy of judgments or decisions.
- + (10) Effectiveness in presenting ideas or facts.
- + (11) Industry.
- + (12) Rate of progress on or completion of assignments.
- + (13) Amount of acceptable work produced. (Is mark based on production records? Yes or no)
- + (14) Ability to organize his work.
- + (15) Effectiveness in meeting and dealing with others.
- + (16) Cooperativeness.
- + (17) Initiative.
- + (18) Resourcefulness.
- + (19) Dependability.
- + (20) Physical fitness for the work.

- + (21) Effectiveness in planning broad programs.
- + (22) Effectiveness in adapting the work program to broader or related programs.
- + (23) Effectiveness in devising procedures.
- + (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- + (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- + (26) Effectiveness in instructing, training, and developing subordinates in the work.
- + (27) Effectiveness in promoting high working morale.
- + (28) Effectiveness in determining space, personnel, and equipment needs.
- + (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- + (30) Ability to make decisions.
- + (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED  
Capability for additional  
responsibility

- + (A) responsibility.
- (B)
- (C)

## STANDARD

Deviations must be explained on reverse side of this form

Plus marks on all underlined elements, and check marks or better on all other elements rated.  
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.  
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.  
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.  
Minus marks on at least half of the underlined elements.

Adjective  
Rating

Excellent  
Very Good  
Good  
Fair  
Unsatisfactory

Rating official EXCELLENT TEB

Reviewing official [Signature]

Rated by A. E. Oschell Special Agent in Charge

(Signature of rating official)

(Title)

June 20, 1950

(Date)

Reviewed by [Signature]

(Signature of reviewing official)

(Title)

(Date)

Rating approved by efficiency rating committee

(Date)

Report to employee

(Adjective rating)

Re: THOMAS E. BISHOP, FIELD SUPERVISOR  
SIXTY-DAY EFFICIENCY RATING

E.O.D. - June 30, 1941  
E.O.D. Cincinnati - August 15, 1946  
GS-12 - \$7000.00

This man was designated Field Supervisor in the Cincinnati Division by Bureau letter dated March 23, 1950.

He makes an excellent personal appearance and has a high degree of initiative and resourcefulness. He has shown good judgment in the supervision of the work on the desk assigned to him. This desk includes all Applicant matters, as well as Deserter, ITSMV, and TFIS Cases.

I note that he carefully reviews the reports submitted, checking the work both of the Agents and the stenographers. A great deal of the work on the desk is deadline work and BISHOP has shown an ability to secure adherence to deadlines on the part of the Agent personnel.

This man has in the past proven himself an able investigator and the Agents have respect for him and confidence in his ability.

I believe that he has definite possibilities for further development in the Bureau.

I rate him Excellent.

*A. E. Ostholhoff*  
A. E. OSTHOLTHOFF  
Special Agent in Charge

Employee's Initials:

TEB

SAC, Cincinnati

August 23, 1950

Director, FBI

Special Agent Thomas E. Bishop  
Administrative Firearms Training

This is to advise that Special Agent Thomas E. Bishop was afforded administrative firearms training at Quantico, Virginia, from August 14 through August 18, 1950, and is now a qualified administrative firearms instructor.

In this capacity, Agent Bishop is authorized to conduct field office firearms training.

cc: Movement Section

136

66

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

WLS:dcg

RECEIVED  
AUG 23 5 15 PM '50  
FBI - CINCINNATI

HACB



United States Department of Justice  
Federal Bureau of Investigation  
Washington, D. C.



Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by ~~check~~ - MONEY ORDER) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name [redacted] Bishop Relationship WIFE Date 8/9/50  
Address 2217 PARK AVE, CINCINNATI, 6, OHIO <sup>48</sup> 4050

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name [redacted] Bishop Relationship WIFE Date 8/9/50  
Address 2217 PARK AVE, CINCINNATI, 6, OHIO

Very truly yours,

Thomas E. Bishop  
Special Agent

AUG 21 1950



August 16, 1950

~~PERMANENT AND CONFIDENTIAL~~

0  
Mr. Thomas T. Bishop  
Federal Bureau of Investigation  
Cincinnati, Ohio

Dear Mr. Bishop:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Quantico, Virginia, on August 2, 1950.

This report reflects that you have defective vision of 20/25 in both eyes, corrected to 20/20. This was also noted on your previous physical examination.

The Board of Examining Physicians of the United States Naval Hospital reports that you are capable of performing strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

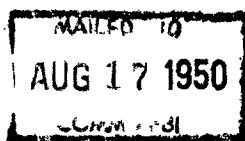
Sincerely yours,

John Edgar Hoover  
Director

CC-SAC, Cincinnati (P & C)

HLE:cmn *mm*

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_



*VIN*

*[Handwritten signature]*  
*gthw*

*a*

IS

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS  
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

CC-270  
(1-1-50)

NAME 0 BISHOP Thomas E AGE 33 YEARS, 0 MONTHS  
NATIVITY (state of birth) Ohio MARRIED, SINGLE, WIDOWED: Married NUMBER OF CHILDREN 1  
FAMILY HISTORY Father, mother and two brothers living and well.

HISTORY OF ILLNESS OR INJURY Usual childhood diseases; T&A 1945.

HEAD AND FACE Normal

EYES: PUPILS (size, shape, reaction to light and distance, etc.) Equal, react to I&A.

DISTANT VISION RT. 20/25, corrected to 20/20

LT. 20/25, corrected to 20/20

COLOR PERCEPTION Normal

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS Hyperopia.

EARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15/15'

LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15/15'

DISEASE OR DEFECTS None

NOSE Normal

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES Normal

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS Normal

TEETH AND GUMS (disease or anatomical defect): As charted.

MISSING TEETH 1, 16, 21, 30, 32.

NONVITAL TEETH #8

PERIAPICAL DISEASE None

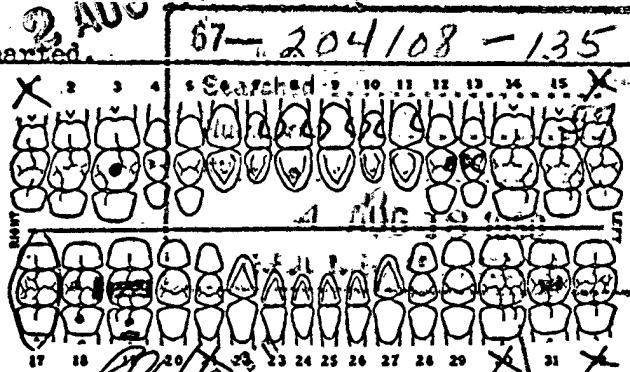
MARKED MALOCCLUSION None

PYORRHEA ALVEOLARIS None

TEETH REPLACED BY BRIDGES None

DENTURES None

REMARKS None



GENERAL BUILD AND APPEARANCE Slender, erect, well developed.

TEMPERATURE 98.8 CHEST AT EXPIRATION 35"

HEIGHT 70" CHEST AT INSPIRATION 38"

WEIGHT 151 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 30"

RECENT GAIN OR LOSS, AMOUNT AND CAUSE None

SKIN, HAIR, AND GLANDS Normal

NECK (abnormalities, thyroid gland, trachea, larynx) Normal

SPINE AND EXTREMITIES (bones, joints, muscles, feet) Normal

THORAX (size, shape, movement, rib cage, mediastinum) Symmetrical, expansion good and equal.  
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC Normal, 35mm film, 8-2-50, Neg.

CARDIO-VASCULAR SYSTEM Normal

HEART (note all signs of cardiac involvement) Not enlarged, rhythm regular, no murmurs, nothrills.

PULSE: BEFORE EXERCISE 84 BLOOD PRESSURE: SYSTOLIC 114  
AFTER EXERCISE 126 DIASTOLIC 62  
THREE MINUTES AFTER 84

CONDITION OF ARTERIES Normal CHARACTER OF PULSE Full, regular.  
CONDITION OF VEINS Normal HEMORRHOIDS None

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) Normal

GENITO-URINARY SYSTEM Normal

URINALYSIS: SP. GR. 1.018 ALB. Neg. SUGAR Neg. MICROSCOPICAL   
VENEREAL DISEASE None

NERVOUS SYSTEM Normal

(organic or functional disorders)

ROMBERG Neg. INCOORDINATION (gait, speech) None  
REFLEXES, SUPERFICIAL Normal DEEP (knee, ankle, elbow) Normal TREMORS None  
SEROLOGICAL TESTS Kahn, 8-2-50, Neg. BLOOD TYPE non  
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) Non e noted.

SMALLPOX VACCINATION: DATE OF LAST VACCINATION 1943

TYPHOID PROPHYLAXIS: NUMBER OF COURSES Two

DATE OF LAST COURSE 1945

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE

SUMMARY OF DEFECTS Defective vision 20/25 bilaterally; both corrected to 20/20. NCD

CAPABLE OF PERFORMING DUTIES INVOLVING Strenuous PHYSICAL EXERTION

IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS  
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS Yes (yes or no)  
(when no is given state cause)

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary)

Physically qualified.

DATE OF EXAMINATION 8-2-50,  
EMPLOYEE'S INITIALS

Omar J. Brown  
Omar J. BROWN  
CAPT MC USN

August 17, 1950

SAC Cincinnati

RE: **THOMAS E. BISHOP**  
SPECIAL AGENTGeneral In-Service Course 7/31 to 8/11/50

Dear Sir:

The above-named Special Agent attended the above General In-Service Training Course at the Seat of Government and attained the following grades:

Notebook	Very Good
Examination	94
Double Action Course	89
Practical Pistol Course	96
Shotgun (Skeet)	17/25
.30 Rifle	87
Machine Gun	84

The firearms grades with the exception of the Shotgun Skeet Course should be entered on the individual field firearms training record.

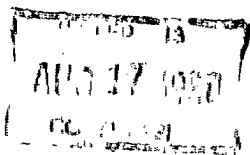
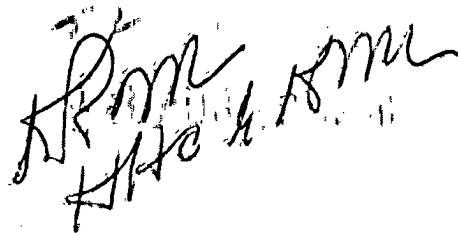
Very truly yours,

  
John Edgar Hoover  
Director

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

cc: SA Thomas E. Bishop  
Cincinnati

HLS: dcs

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: September 1, 1950

FROM : SAC, Cincinnati

SUBJECT: SPECIAL AGENT THOMAS E. BISHOP  
PERSONNEL MATTER

For the completion of the Bureau's records, please be advised that the above-named Agent completed his law school studies at the Salmon P. Chase College of Law, Cincinnati, Ohio, and received an LL.B. degree in June, 1950.

This Agent took the Ohio State Bar Examination in June, 1950, passed with a grade of 85.6%, and was admitted to the Ohio State Bar on August 25, 1950.

TEB:NJB

RECORDED

SEP 8

67-204108-137	
Searched .....	.....
Numbered .....	25
Filed .....	60-32
5 SEP 6 1950	
FEDERAL BUREAU OF INVESTIGATION	

RECEIVED  
SEP 10 1950  
FBI - CINCINNATI

TEB

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *V. m*

DATE: 10/27/50

FROM : H. H. CLEGG *H. H. Clegg*SUBJECT: SA THOMAS E. BISHOP, CINCINNATI  
AIDE TO INSPECTOR

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Holmes	
Miss Gandy	

The above-named agent assisted Mr. Naughten during the recent inspection at Detroit. Bishop has an above-average mind, is able to resolve problems quickly and with accurate results and to work with an absolute minimum of supervision. He contributed greatly to the inspection. He is regarded as an excellent aide.

TEN MCR

RECORDED

67-

Searched .....

Numbered .....

FILED

37

NOV 15 1950

FEDERAL BUREAU OF INVESTIGATION

Name of Employee: THOMAS E. BISHOP 076398

Where Assigned: Cincinnati Federal Bureau of Investigation  
(Division) (Section, Unit)

Payroll Title: Special Agent, GS-12

Rating Period: from 4/1/50 to 3/31/51

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

ΤΕΒ

Rated by: A. E. Ottolichoff Special Agent in Charge 3/31/51  
Signature Title Date

Reviewed by: \_\_\_\_\_  
Signature Title Date

Rating approved by: W. R. Glavin Assistant Director,  
Federal Bureau of Investigation APR 21 1951  
Signature Title Date

TYPE OF REPORT

(X) Official  
(X) Annual

( ) Administrative 115  
( ) 60-day  
( ) Transfer  
( ) Separation from service  
( ) Special

APR 20 1951

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

APR 23 10 15 AM '51

BRIEFING SECTION

F. B. I.

U. S. DEPT. OF JUSTICE



# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee THOMAS E. BISHOPTitle Special Agent, GS-12Rating Period: from 4/1/50 to 3/31/51

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |   |   |
|---|---|
| <u>✓</u> (1) Personal appearance.   | <u>✓</u> (17) Firearms ability.   |
| <u>✓</u> (2) Personality and effectiveness of his personal contacts.  | <u>✓</u> (18) Development of informants and sources of information.   |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  | <u>✓</u> (19) Reporting ability:  |
| <u>✓</u> (4) Physical fitness (including health, energy, stamina).  | <u>✓</u> (a) Investigative reports  |
| <u>✓</u> (5) Resourcefulness and ingenuity.   | <u>✓</u> (b) Summary reports  |
| <u>✓</u> (6) Forcefulness and aggressiveness as required.   | <u>✓</u> (c) Memos, letters, wires  |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.   | (Consider: <u>✓</u> conciseness; <u>✓</u> clarity; <u>✓</u> organization; <u>✓</u> thoroughness; <u>✓</u> accuracy; <u>✓</u> adequacy and pertinency of leads; <u>✓</u> administrative detail.) |
| <u>✓</u> (8) Initiative and the taking of appropriate action on own responsibility.   | <u>✓</u> (20) Performance as a witness.   |
| <u>✓</u> (9) Planning ability and its application to the work.  | <u>✓</u> (21) Executive ability:  |
| <u>✓</u> (10) Accuracy and attention to pertinent detail.   | <u>✓</u> (a) Leadership   |
| <u>+</u> (11) Industry, including energetic consistent application to duties.   | <u>✓</u> (b) Ability to handle personnel  |
| <u>✓</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>✓</u> (c) Planning   |
| <u>✓</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'knowhow' of application.  | <u>✓</u> (d) Making decisions   |
| <u>✓</u> (14) Technical or mechanical skills.   | <u>✓</u> (e) Assignment of work   |
| <u>✓</u> (15) Investigative ability and results:  | <u>✓</u> (f) Training subordinates  |
| <u>✓</u> (a) Internal security cases  | <u>✓</u> (g) Devising procedures  |
| <u>✓</u> (b) Criminal or general investigative cases  | <u>✓</u> (h) Emotional stability  |
| <u>✓</u> (c) Fugitive cases   | <u>✓</u> (i) Promoting high morale  |
| <u>✓</u> (d) Applicant cases  | <u>✓</u> (j) Getting results  |
| <u>✓</u> (e) Accounting cases   | <u>✓</u> (22) Ability on raids and dangerous assignments:   |
| <u>✓</u> (16) Physical surveillance ability.  | <u>✓</u> (a) As leader  |
|   | <u>✓</u> (b) As participant   |
|   | <u>✓</u> (23) Organizational interest, such as making of suggestions for improvement.   |
|   | <u>✓</u> (24) Ability to work under pressure.   |
|   | <u>✓</u> (25) Miscellaneous. Specify and rate:  |
|   | _____   |
|   | _____   |
|   | _____   |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Supervisor.

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk man.

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No. (If so, explain in narrative comments.)

**SATISFACTORY.**

ADJECTIVE RATING : \_\_\_\_\_

Outstanding, Satisfactory, Unsatisfactory

Re: THOMAS E. BISHOP, SA  
ANNUAL PERFORMANCE RATING

E.O.D. - 6/30/41  
E.O.D. Cincinnati - 8/15/46  
GS-12 - \$7000

This Agent is rated excellent in his ability to dictate. He is Field Supervisor, handling applicant matters as well as some criminal matters. He handles a very large volume of work. He secures adherence to deadlines. He is interested and enthusiastic. I consider him in the upper limits of Satisfactory.

A. E. OSTHOLTHOFF  
Special Agent in Charge

Employee's Initials:

T&B

AEO:ESG

THOMAS E. BISHOP

FIELD SUPERVISOR

ENTERED ON DUTY: June 30, 1941

SALARY: \$7000

OFFICE OF PREFERENCE: Cincinnati and 2nd Memphis

EXAMINATION: 98

DICTATION ABILITY: Excellent

SAC OSTHOLTHOFF:

This Agent is Field Supervisor, handling applicant matters. He is enthusiastic and conscientious, and secures adherence to deadlines on the part of the Agents. He has shown good judgment in handling his administrative duties. I believe he has definite possibilities for further development. Rating: Satisfactory.

INSPECTOR CARLSON:

I agree.

24 APR 1951

Inspection Report

Cincinnati Office

Inspector Carlson

Date of Interview: 3-22-51

Interviewed by: William Newman III

Agency and organizational designations

2. Payroll period

3. Block No.

4. SF

DEPARTMENT OF JUSTICE

5. Employee's name

6. Grade and salary

MR. THOMAS E. ALLEN

SA

GS 12

\$7000

## PAY ROLL CHANGE DATA

	BASE PAY	OVERTIME		GROSS PAY	RET.	TAX	BOND			NET PAY
7. Previous normal										
8. New normal										
9. Pay this period										

10. Remarks:

11. Appropriation(s)

12. Prepared by

13. Audited by

21 MAR 12 1957

☒ Periodic step increase☐ Pay adjustment☐ Other step increase

14. Effective date

15. Date last equivalent increase

16. Old salary rate

17. New salary rate

18.

19. Suspense date

3-18-51

9-18-49

\$7000

\$7000

(b)

(SIGNATURE OR OTHER AUTHENTICATION)

2-28-51

20. LWOP data (Fill in appropriate spaces covering LWOP during following periods:)

(Check applicable box in case of excess LWOP)

Period(s):

☐ In pay status at end of waiting period.☐ In LWOP status at end of waiting period.☒ No excess LWOP. Total excess LWOP

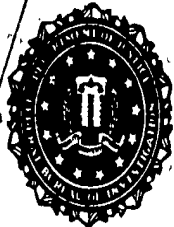
Initial of Clerk

STANDARD FORM NO. 11261

Form prescribed by Comp. Gen., U. S.

Feb. 3, 1950, General Regulations No. 102

PAY ROLL CHANGE SLIP—PERSONNEL COPY



United States Department of Justice  
Federal Bureau of Investigation  
Washington, D. C.



Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by ~~CHECK~~ -- MONEY ORDER) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name [Redacted] Bishop Relationship Wife Date 2/2/51  
Address 2217 PARK AVE, CINCINNATI, 6, OHIO

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name [Redacted] Bishop Relationship Wife Date 2/2/51  
Address 2217 PARK AVE, CINCINNATI, 6, OHIO

Very truly yours, *Th*

Thomas E. Bishop  
Special Agent

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI  
FROM : SAC, Cincinnati  
SUBJECT: Thomas E. Bishop, SA

DATE: June 9, 1951

~~CONFIDENTIAL~~

Transmitted herewith is the transfer performance rating of the captioned Agent, who is to report to the Seat of Government for supervisory assignment.

I note that on June 30, 1951, he will have completed ten years as a Special Agent.

BISHOP has demonstrated a capability for handling the most complicated types of cases. He has done an excellent job as a Field Supervisor. He is available for assignment wherever the needs of the Bureau may require and is in excellent physical condition.

In view of the above, I am at this time submitting my recommendation that upon the completion of his ten years of service SA BISHOP be promoted to Grade GS-13.

Enclosure *Blk*AEO:ESG  
67-4975RECORDED-23  
32 AUG 22 1951

67-204108-139	
Searched .....	92
Numbered .....	
Filed .....	20
5 JUN 13 1951	
FEDERAL BUREAU OF INVESTIGATION	

*7-20-51  
mc. 13  
256-13  
Holding pending  
info. from Mr. Glavin*

*3/21*

**THREE**

py  
[REDACTED]  
OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

April 20, 1951

TO : Director, FBI  
FROM : SAC, Cincinnati  
SUBJECT: SA PERSONNEL ADVANCEMENT

Re SAC Letter #29, 3-27-51.

In connection with the Bureau's program in the development of administrators and executives, I would like to submit for consideration SA THOMAS E. BISHOP.

BISHOP entered on duty June 30, 1941. He has had varied experience in the Bureau, including SIS assignments. Since March, 1950, he has been Field Supervisor in the Cincinnati Office, handling all deadline applicant matters, as well as the supervision of ITSMV, TFIS and deserter investigations. He is enthusiastic and has an excellent attitude. I have noted that as an administrator he is able to comprehend the over-all picture, not only of his own desk, but of the entire office. He is always ready with suggestions for the improvement in the operations of the office, and has demonstrated a good, solid knowledge of the Bureau's over-all operations. He is possessed of an engaging personality, makes friends easily, and is well-respected among law enforcement officers in this area.

I think that he has definite possibilities for advancement to the position of Special Agent in Charge.

WEO:ESG  
67-956  
(cc: 67-4975)

15 JUL 9 1951

# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

0

Name of Employee: THOMAS E. BISHOP

Where Assigned: Cincinnati Federal Bureau of Investigation  
(Division) (Section, Unit)

Payroll Title: Special Agent, GS-12

Rating Period: from 4/1/51 to 6/9/51

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

TEB

Rated by: A. E. Ostroff Special Agent in Charge 6/9/51  
Signature Title Date

Reviewed by: [Signature] ASSISTANT DIRECTOR             
Signature Title Date

Rating approved by: [Signature]            AUG 22 1951  
Signature Title Date

TYPE OF REPORT

( ) Official  
( ) Annual

(X) Administrative  
( ) 60-day  
(X) Transfer  
( ) Separation from service  
( ) Special

RECORDED-23		67-204105-146	
Searched	Numbered	96	
Filed	5 JUN 13 1951		
FEDERAL BUREAU OF INVESTIGATION			

THREE



# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee THOMAS E. BISHOP Title Special Agent, GS-12  
 Rating Period: from 4/1/51 to 6/9/51

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
○ No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |   |   |
|---|---|
| <u>✓</u> (1) Personal appearance.   | <u>✓</u> (17) Firearms ability.   |
| <u>✓</u> (2) Personality and effectiveness of his personal contacts.  | <u>✓</u> (18) Development of informants and sources of information.   |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  | <u>✓</u> (19) Reporting ability:  |
| <u>✓</u> (4) Physical fitness (including health, energy, stamina).  | <u>✓</u> (a) Investigative reports  |
| <u>✓</u> (5) Resourcefulness and ingenuity.   | <u>✓</u> (b) Summary reports  |
| <u>✓</u> (6) Forcefulness and aggressiveness as required.   | <u>✓</u> (c) Memos, letters, wires  |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.   | (Consider: <u>✓</u> conciseness; <u>✓</u> clarity; <u>✓</u> organization;   |
| <u>✓</u> (8) Initiative and the taking of appropriate action on own responsibility.   | <u>✓</u> thoroughness; <u>✓</u> accuracy; <u>✓</u> adequacy and pertinency of leads; <u>✓</u> administrative detail.) |
| <u>✓</u> (9) Planning ability and its application to the work.  | <u>✓</u> (20) Performance as a witness.   |
| <u>✓</u> (10) Accuracy and attention to pertinent detail.   | <u>✓</u> (21) Executive ability:  |
| <u>+</u> (11) Industry, including energetic consistent application to duties.   | <u>✓</u> (a) Leadership   |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>✓</u> (b) Ability to handle personnel  |
| <u>✓</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'knowhow' of application.  | <u>✓</u> (c) Planning   |
| <u>✓</u> (14) Technical or mechanical skills.   | <u>✓</u> (d) Making decisions   |
| <u>✓</u> (15) Investigative ability and results:  | <u>✓</u> (e) Assignment of work   |
| <u>✓</u> (a) Internal security cases  | <u>✓</u> (f) Training subordinates  |
| <u>✓</u> (b) Criminal or general investigative cases  | <u>✓</u> (g) Devising procedures  |
| <u>✓</u> (c) Fugitive cases   | <u>✓</u> (h) Emotional stability  |
| <u>✓</u> (d) Applicant cases  | <u>✓</u> (i) Promoting high morale  |
| <u>✓</u> (e) Accounting cases   | <u>✓</u> (j) Getting results  |
| <u>✓</u> (16) Physical surveillance ability.  | <u>✓</u> (22) Ability on raids and dangerous assignments:   |
|   | <u>✓</u> (a) As leader  |
|   | <u>✓</u> (b) As participant   |
|   | <u>✓</u> (23) Organizational interest, such as making of suggestions for improvement.                                 |
|   | <u>✓</u> (24) Ability to work under pressure.   |
|   | <u>✓</u> (25) Miscellaneous. Specify and rate:  |
|   | _____   |
|   | _____   |
|   | _____   |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Supervisor.

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker). Desk man and investigator.

C. (1) Is employee available for general assignment wherever needs of service require? Yes. (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No. (If so, explain in narrative comments.)

ADJECTIVE RATING: \_\_\_\_\_

**SATISFACTORY.**

Outstanding, Satisfactory, Unsatisfactory

Re: THOMAS E. BISHOP, SA  
FIELD SUPERVISOR  
SPECIAL PERFORMANCE RATING

E.O.D. - 6/30/41  
E.O.D. Cincinnati - 8/15/46  
GS-12 - \$7200

This performance rating is being submitted in view of SA BISHOP's transfer to the Seat of Government.

SA BISHOP is rated excellent in his ability to dictate.

He is a Field Supervisor handling applicant matters, as well as the supervision of ITSMV, TFIS and Deserter investigations. He handles an extremely large volume of work and has been most conscientious in securing adherence to deadlines. He has shown planning ability in the assignment of personnel to various areas of the division, and is able to comprehend the over-all problems of the office, as well as those of his particular desk.

He has an excellent knowledge of Bureau policies and procedures, and has exhibited excellent judgment.

He has made many appearances as a Bureau speaker and handles himself well. He meets people easily, creates a good impression, and is a good contact man.

I believe he will continue to develop.

I consider him in the upper limits of Satisfactory.

A. E. OSTHOLTHOFF, SAC

Employee's Initials:

TEB

August 20, 1951

PERSONAL AND CONFIDENTIAL

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on July 9, 1951.

This report reflects that you have defective vision of 20/25 in the right eye, corrected to 20/20.

It is noted that you are slightly underweight. Although the examining physician made no recommendations in this regard it is felt that you should make every effort to keep your weight within the desirable limits. For your information the standard weight for a man of your age and height is one hundred sixty-eight pounds.

It is also noted that the impacted wax was removed from your right ear.

The Board of Examining Physicians reports that you are capable of strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

John Edgar Hoover  
Director

32 AUG 22 1951

CC-Mr. Rosen (P & C)

HLE:mfc

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Alger \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

*apt. telephone 11/27/51  
that he now has  
160 lbs. Will follow  
diet/life*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: June 11, 1951

FROM : SAC, Cincinnati

SUBJECT: Thomas E. Bishop, SA

Transmitted herewith are the following items referring to this Agent, who was recently transferred to the Seat of Government:

- ✓ Special Performance Rating, with accompanying letter dated 6/9/51 (Replied)
- ✓ Personnel File Det. Pers. 6/13
- ✓ Field Firearms Record Card
- ✓ Duplicate Property Record Filed PAB

SA Bishop has had the following technical training during 1951:

1 LF.

ENCLOSURE

Enclosures (5)

1 enc.  
Registered Mail

ESG

Adm. file

RECORDED-23  
32 AUG 22 1951

67-204108-1211	
Searched .....	96
Numbered .....	96
Filed 2:06 PM - 67-102108-...	
5 JUL 13 1951	
FEDERAL BUREAU OF INVESTIGATION	
JUL 12 4 06 PM '51	

PERSONNEL UNIT  
THREE TWO

3 file  
per  
Small

# FIELD FIREARMS TRAINING RECORD

**SPECIAL AGENT**

THOMAS E. BISHOP

**FD-40**  
**3-25-47**

[illegible]

THOMAS E. BISHOP

Mr. A. Rosen

June 20, 1951

Director, FBI

Thomas Edward Bishop  
Special Agent

~~CONFIDENTIAL~~

The captioned Special Agent is being considered at this time for reallocation/Grade GS-13.

The Bureau is in receipt of the Satisfactory 1951 annual performance report submitted on this Agent, and desires that you carefully review his work and submit a recommendation regarding his reallocation to Grade GS-13. You are also instructed to comment specifically on each item as reflected in SAC Letter Number 146, dated November 18, 1947, and as amended in SAC Letter Number 101 (H), dated November 3, 1949.

In the event he does not meet the qualifications for Grade GS-13, he should be so advised in accordance with SAC Letter Number 163, dated December 13, 1947, and the Bureau promptly notified.

142  
32 AUG 22 1951  
REC-10

JEE:hcl

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Ad. \_\_\_\_\_  
and \_\_\_\_\_

RECEIVED  
JUN 21 1951  
FBI

U.S. DEPT. OF JUSTICE  
FBI  
RECEIVED HEADQUARTERS

JUN 20 4 56 PM '51

June 30, 1951

Mr. Thomas P. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

Today marks your Tenth Anniversary with the Federal Bureau of Investigation. In recognition of your Anniversary, I have enclosed for you the Bureau's Ten-Year Service Award Key.

I am indeed happy to congratulate you upon the completion of ten years of service with the Bureau. I would like to call your attention to the fact that such a period of service now places you in the group of veteran employees of the Bureau. It is upon this seasoned and experienced group that we must rely for the inspiration and guidance that will lead the Bureau forward in its development. In your years with the Bureau you have seen it expand and develop until it now occupies a position of leadership in the field of law enforcement. This has been due to the loyal and conscientious efforts of hard-working employees such as you. I am grateful for your service and hope that continued years of service on your part will help us advance to still greater heights.

With best wishes,

Enclosure

cc - Mr. Rosen  
Mr. Fankner

NPC:ako

RECEIVED  
F B I  
U. S. DEPT. OF JUSTICE  
RECEIVED READING ROOM

RECEIVED READING ROOM  
F B I  
U. S. DEPT. OF JUSTICE

JUN 9 11 17 AM '51

20410-1043

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. LADD *Oh*

FROM : A. ROSEN *R*

SUBJECT: SPECIAL AGENT THOMAS E. BISHOP  
GS-12, \$7200.00  
EOD BUREAU JUNE 30, 1941

DATE: June 14, 1951

Tolson ☒

Ladd ☒

Clegg ☒

Glavin ☒

Nichols ☒

Rosen ☒

Tracy ☒

Harbo ☒

Belmont ☒

Mohr ☒

Tele. Room ☒

Nease ☒

Gandy ☒

This is to advise that Special Agent Thomas E. Bishop reported to my office this morning under transfer from the Cincinnati Division and has been assigned to supervisory duties in this division.

67-204108-144

Searched .....

Numbered ... 5.2

Filed ... 7.01 (3.4) 148

5 JUL 13 1951

FEDERAL BUREAU OF INVESTIGATION

RECORDED-17  
32 AUG 22 1951

AR:LS

RECEIVED  
JUL 12 11 11 AM '51  
BECOMMER UNIT  
REC'D

File  
JUL 12 1951



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Rosen *R*

FROM : Mr. Callahan *CC*

SUBJECT: THOMAS E. BISHOP  
Special Agent  
Special Inquiry Section, Investigative Division

DATE: July 27, 1951

*Co man*  
*Vaughan*  
*Bentley 5517*

Tolson \_\_\_\_\_

Ladd \_\_\_\_\_

Clegg \_\_\_\_\_

Glavin \_\_\_\_\_

Nichols \_\_\_\_\_

Rosen \_\_\_\_\_

Tracy \_\_\_\_\_

Harbo \_\_\_\_\_

Mohr \_\_\_\_\_

Tele. Room \_\_\_\_\_

Nease \_\_\_\_\_

Gandy \_\_\_\_\_

This is to advise that Mr. Bishop's wife gave birth to a 6 lb., 5 oz. baby, named Michael, at 5 AM, 7/27/51, at Garfield Hospital. Both Mother and baby are doing fine.

GCC:MMW *mmw*

RECORDED - 11

32 SEP 12 1951

67-204108-145

Searched \_\_\_\_\_

Numbered \_\_\_\_\_

Filed \_\_\_\_\_

2 JUL 31 1951

FEDERAL BUREAU OF INVESTIGATION

*mmw*

**RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS  
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE**

SOG

NAME Bishop, Thomas E. AGE 33 YEARS, 11 MONTHS  
NATIVITY (state of birth) Ohio MARRIED, SINGLE, WIDOWED: MARRIED NUMBER OF CHILDREN 1  
FAMILY HISTORY Both parents living and well

HISTORY OF ILLNESS OR INJURY Varicella childhood disease  
Tonsillectomy Feb. 1942

HEAD AND FACE NSH

EYES: PUPILS (size, shape, reaction to light and distance, etc.) NSH

DISTANT VISION RT. 20/25, corrected to 20/20

LT. 20/20, corrected to 20/15

COLOR PERCEPTION normal Doe. 1940  
(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS NSH

EARS: HEARING RT. WHISPERED VOICE 15 /15' CONVERSATIONAL SPEECH 15 /15'

LT. WHISPERED VOICE 15 /15' CONVERSATIONAL SPEECH 15 /15'

DISEASE OR DEFECTS Impacted cerumen - right ear - Nil

NOSE NSH

SINUSES NSH (Disease or anatomical defect, obstruction, etc. State degree)

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS NSH

TEETH AND GUMS (disease or anatomical defect)

MISSING TEETH 3, 4, 14, 17, 21, 31, 32

NONVITAL TEETH 48

PERIAPICAL DISEASE -

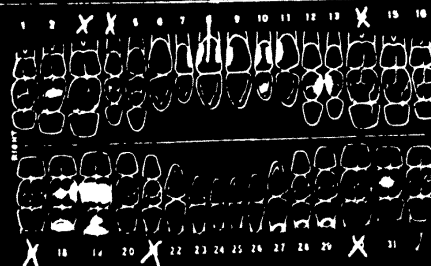
MARKED MALOCCLUSION -

PYORRHEA ALVEOLARIS -

TEETH REPLACED BY BRIDGES -

DENTURES -

REMARKS Brachygnathia



B. B. Roberts D.D.S. D.C. N.Y.  
(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE Slender - slightly under wt.

TEMPERATURE - CHEST AT EXPIRATION 35"

HEIGHT 71 1/2" CHEST AT INSPIRATION 37"

WEIGHT 156 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 31"

RECENT GAIN OR LOSS, AMOUNT AND CAUSE No

SKIN, HAIR, AND GLANDS NSH

NECK (abnormalities, thyroid gland, trachea, larynx) NSH

SPINE AND EXTREMITIES (bones, joints, muscles, feet) NSH

THORAX (size, shape, movement, rib cage, mediastinum) 1 A

RESPIRATORY SYSTEM, L. H. LUNGS, PLEURA, ETC. 1 A

CARDIO-VASCULAR SYSTEM NSH

HEART (note all signs of cardiac involvement)

PULSE: BEFORE EXERCISE 80 REG'D BLOOD PRESSURE: SYSTOLIC 130

AFTER EXERCISE 91 DIASTOLIC 76

THREE MINUTES AFTER 76 PERSONNEL UNIT

CONDITION OF ARTERIES NSH CHARACTER OF PULSE Reg

CONDITION OF VEINS NSH HEMORRHOIDS NSH

ABDOMEN AND PELVIS (condition of wall, scars, hernias, U.S. DEPT. OF JUSTICE viscera) NSH

GENITO-URINARY SYSTEM NSH

URINALYSIS: SP. GR. 1.005 ALB. neg SUGAR neg MICROSCOPICAL neg

VENEREAL DISEASE NSH

NERVOUS SYSTEM NSH

ROMBERG NSH (organic or functional disorders) INCOORDINATION (gait, speech) NSH

REFLEXES, SUPERFICIAL NSH DEEP (knee, ankle, elbow) NSH TREMORS NSH

SEROLOGICAL TESTS neg BLOOD TYPE A

ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) NSH

SMALLPOX VACCINATION: DATE OF LAST VACCINATION

TYPHOID PROPHYLAXIS: NUMBER OF COURSES

DATE OF LAST COURSE

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE

SUMMARY OF DEFECTS Slightly under weight - NCD

Impacted cerumen - right ear - NCD - sent to ENT

CAPABLE OF PERFORMING DUTIES INVOLVING Yes - strenuous PHYSICAL EXERTION

IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS

WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS yes no (yes or no)

(when no is given state cause)

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary) None

DATE OF EXAMINATION JUL 10 1951

EMPLOYEE'S INITIALS T.E.B.

Carl Park

Cor (m) NCD

7-22-51

CLINICAL RECORD		CONSULTATION SHEET	
TO:	EENT	FROM: (Requesting ward or unit)	DATE OF REQUEST
		Civ. Treat. Rm.	9 July 51

REASON FOR REQUEST (Complaints and findings)

PROVISIONAL DIAGNOSIS

Impacted cerumen - right ear

DOCTOR'S SIGNATURE	APPROVED	PLACE OF CONSULTATION	<input checked="" type="checkbox"/> ROUTINE
<i>R. W. Stohr</i>		<input type="checkbox"/> BEDSIDE <input checked="" type="checkbox"/> ON CALL	<input type="checkbox"/> EMERGENCY

CONSULTATION REPORT

Specimen cleared. No other signs  
of infection. Dr. House  
J. S. B.

(Continue on reverse side)

SIGNATURE AND TITLE	DATE	IDENTIFICATION NO.	ORGANIZATION
PATIENT'S LAST NAME—FIRST NAME—MIDDLE NAME	REGISTER NO.	WARD NO.	
<i>Bishop, Thomas E.</i>		Civ. Treat. Rm.	

(NAME OF HOSPITAL OR OTHER MEDICAL FACILITY)

CONSULTATION SHEET  
Standard Form 513

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

September 21, 1951

I certify that I have received the following Government property for official use:  
~~returned~~

Supervisors Manual #111

13 SEP 22 1951

**READ**

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

**FILE**

**FILE**

Very truly yours

*Thomas E. Bishop*

T.E. Bishop, SA

September 6, 1951

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

I have been informed  
of the arrival of your little  
son, [redacted] and I want to be  
among your many friends to ex-  
tend my sincere congratulations  
to Mrs. Bishop and you on this  
happy occasion.

It is my wish that  
his future will be filled with  
an abundance of joy and happi-  
ness.

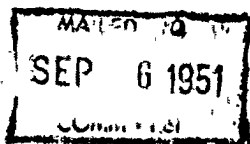
Sincerely,

J. Edgar Hoover

CC: Mr. Rosen (P&C)

67-204108-1456  
AUG 29 9 34 AM '51  
U.S. DEPT. OF JUSTICE  
MAR 1951

U.S. DEPT. OF JUSTICE  
FBI  
DIRECTOR



Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

RECEIVED  
FBI  
U.S. DEPT. OF JUSTICE  
AUG 1 3 26 PM '51

32 SEP 12 1951

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

DATE: 9-24-51

FROM : H. L. Edwards

SUBJECT: THOMAS EDWARD BISHOP  
Special Agent  
Investigative Division

RE: REALLOCATION

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

This employee entered on duty 6-30-41 as an Agent in Grade CAF-9, on 2-16-45 he was reallocated to Grade CAF-12, \$4600 per annum and as the result of basic salary increases and uniform promotions his present salary is \$7200 per annum. He is being considered for GS-13 reallocation.

On 8-2-42 he was transferred to the Security Division as a Supervisor and Mr. Mumford reported it was felt he would develop into a better than average supervisor.

On 4-10-43 he was placed on SIS and thereafter served as Assistant Legal Attache at Caracas from 11-15-45 to 6-22-46, and Legal Attache at Montevideo from 6-22-46 to 8-15-46, when he was returned to the domestic field. He did an excellent job on SIS and demonstrated administrative and executive ability.

By letter dated 11-6-46 he was commended for the excellent work he performed in connection with the apprehension of [redacted] was; [redacted] was; Unknown Subject, Bank Robbery.

On 11-5-47 he was approved as a relief supervisor. On 3-1-48 his name was submitted as one to be considered on a long range basis for development as a Special Agent in Charge.

On 3-31-48 and 3-31-49 he was rated EXCELLENT.

During the Inspection of the Cincinnati Office in January, 1950, the Inspector (Gurnea) stated he was supervisory and ASAC material.

On 3-23-50 Bureau authority was granted to utilize his services as a Field Supervisor.

On 3-31-50 SAC Ostholthoff rated him EXCELLENT.

His overtime record for October, 1950 was 1 hour 27 minutes; November 1 hour 14 minutes; and December 1 hour 16 minutes.

On 3-31-51 SAC Ostholthoff rated him SATISFACTORY and said he was a field supervisor on applicant matters as well as some criminal matters, he had handled a very large volume of work, and was interested and enthusiastic. He was considered in the upper limits of satisfactory.

By memorandum dated 4-20-51 his name was submitted as one to be considered for development as an administrator or executive in the Bureau.

67-204108-147

Searched \_\_\_\_\_

9 SEP 29 1951

FEDERAL BUREAU OF INVESTIGATION

b6  
b7C

File  
3041

On 6-9-51 SAC Osthalthoff rated him SATISFACTORY and reported this Agent had handled applicant matters as well as the supervision of Interstate Transportation of Stolen Motor Vehicles, Theft from Interstate Shipment and Deserter investigations. He handled an extremely large volume of work, he was able to comprehend the over-all problems of the office as well as those of his particular desk, he was a good contact man, he had handled speaking engagements well, he was rated in the upper limits of satisfactory and it was felt he would continue to develop. His SAC recommended he be reallocated to Grade GS-13, upon completion of his ten years of service as an Agent on 6-30-51. On 6-14-51 he was transferred to the Investigative Division

By letter dated 6-30-51 he was awarded the Ten Year Service Award Key.

On 8-15-51 Mr. Callan rated him SATISFACTORY and advised that since his assignment to the Investigative Division he had been functioning on the desk which handled International Development Program cases and Voice of America cases. As a result of his field experience, he had been able to progress exceptionally satisfactorily in that Section. He had grasped the work of the Section and produced a better than average volume, was exceptionally cooperative, displayed initiative and his work required less than an average amount of supervision. His progress had been exceptional and he was developing into one of the better supervisors in that Section.

A review of his file reflects he has served in the Bureau's service as a Special Agent over ten years, as well as possessing considerable supervisory experience; he is qualified to handle the most complicated investigative matters; he is physically qualified to function satisfactorily on any assignment; he is qualified to supervise and handle dangerous assignments; he is available for general or special assignment anywhere his services were needed; he was rated EXCELLENT on his 1949 and 1950 annual reports while his 1951 annual performance report reflected that he was in the upper limits of the SATISFACTORY rating; and he has been in Grade 12 since 2-16-45.

RECOMMENDATION: It is recommended he be reallocated to Grade GS-13, \$7600 per annum.

A PERMANENT BRIEF OF HIS FILE IS ATTACHED

JEE/rlw

Adv. Bureau  
7-27-51  
JEE

Agreed  
8-27-51  
JEE

Agreed  
JEE

H F Edwards  
JEE  
9/24



Mr. Tolson \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Aiken \_\_\_\_\_  
Mr. Belmont \_\_\_\_\_  
Mr. Laughlin \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

September 29, 1951

PERSONAL AND ~~CONFIDENTIAL~~

Honorable J. Edgar Hoover  
Director  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Hoover:

I wish to thank you for your letter dated September 27, 1951, advising me of my promotion from the position of Special Agent, GS 12, to the position of Special Agent, GS 13.

This expression of your appreciation for my efforts only heightens my feeling of gratitude for being affiliated with such a fine organization as the Federal Bureau of Investigation and for serving under your leadership.

May I again offer you my thanks and complete loyalty.

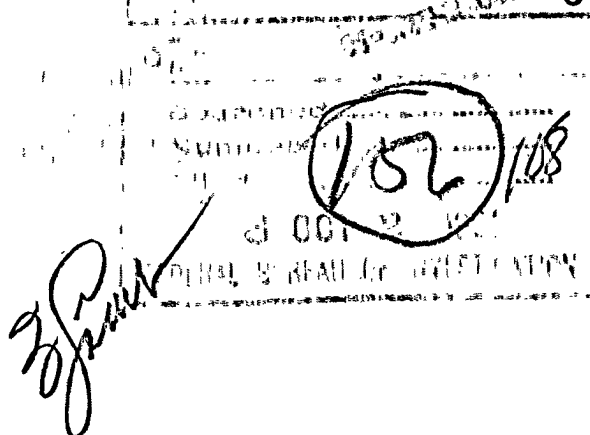
Respectfully yours,

Thomas E. Bishop

Thomas E. Bishop  
Special Agent

OCT 3

1951



**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

Name of Employee: 0 **THOMAS EDWARD BISHOP**

Where Assigned: Investigative Special Inquiry  
(Division) (Section, Unit)

Payroll Title: Special Agent GS 12, \$7200

Rating Period: from 6-14-51 to 8-15-51

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

TEB

Rated by: [Signature] Inspector 8-15-51  
Signature Title Date

Reviewed by: [Signature] Assistant Director 8-15-51  
Signature Title Date

Rating approved by: [Signature] ASSISTANT DIRECTOR 2014108-148  
Signature Title Date

TYPE OF REPORT

( ) Official  
( ) Annual

( ) Administrative  
(X) 60-day  
( ) Transfer  
( ) Separation from service  
( ) Special

12 OCT 30 1951

9 SEP 29 1951

FEDERAL BUREAU OF INVESTIGATION

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee THOMAS EDWARD BISHOPTitle Special AgentRating Period: from 6-14-51 to 8-15-51

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- ✓ (1) Personal appearance.  
✓ (2) Personality and effectiveness of his personal contacts.  
✓ (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  
✓ (4) Physical fitness (including health, energy, stamina).  
✓ (5) Resourcefulness and ingenuity.  
✓ (6) Forcefulness and aggressiveness as required.  
✓ (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.  
✓ (8) Initiative and the taking of appropriate action on own responsibility.  
✓ (9) Planning ability and its application to the work.  
✓ (10) Accuracy and attention to pertinent detail.  
✓ (11) Industry, including energetic consistent application to duties.  
✓ (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  
✓ (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'knowhow' of application.  
0 (14) Technical or mechanical skills.  
0 (15) Investigative ability and results:  
     0 (a) Internal security cases  
     0 (b) Criminal or general investigative cases  
     0 (c) Fugitive cases  
     0 (d) Applicant cases  
     0 (e) Accounting cases  
0 (16) Physical surveillance ability.

- 0 (17) Firearms ability.  
0 (18) Development of informants and sources of information.  
✓ (19) Reporting ability:  
     0 (a) Investigative reports  
     0 (b) Summary reports  
     0 (c) Memos, letters, wires  
     (Consider: 0 conciseness; 0 clarity; 0 organization; 0 thoroughness; 0 accuracy; 0 adequacy and pertinency of leads; 0 administrative detail)  
0 (20) Performance as a witness.  
0 (21) Executive ability:  
     0 (a) Leadership  
     0 (b) Ability to handle personnel  
     0 (c) Planning  
     0 (d) Making decisions  
     0 (e) Assignment of work  
     0 (f) Training subordinates  
     0 (g) Devising procedures  
     0 (h) Emotional stability  
     0 (i) Promoting high morale  
     0 (j) Getting results  
0 (22) Ability on raids and dangerous assignments:  
     0 (a) As leader  
     0 (b) As participant  
+ (23) Organizational interest, such as making of suggestions for improvement.  
+ (24) Ability to work under pressure.  
0 (25) Miscellaneous. Specify and rate:  
     \_\_\_\_\_  
     \_\_\_\_\_  
     \_\_\_\_\_

- A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Supervisor, Special Inquiry Section, Investigative Division
- B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): \_\_\_\_\_
- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)
- D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING :

**SATISFACTORY**

Outstanding, Satisfactory, Unsatisfactory

THOMAS EDWARD BISHOP  
Special Agent  
GS 12, \$7200  
EOD Bureau 6-30-41

This Supervisor, since his assignment to the Investigative Division, has been functioning on the desk which handles International Development Program cases and Voice of America cases.

As a result of his field experience, he has been able to progress exceptionally satisfactorily in this Section. He has grasped the work of the Section and produces a better than average volume. He presents a good appearance, has a pleasant personality and is exceptionally cooperative. He has displayed initiative and his work requires less than an average amount of supervision. His progress has been exceptional and he is developing into one of the better Supervisors in this Section.

RATING: SATISFACTORY

Agent's Initials: TER

*[Handwritten signature and notes, partially illegible]*

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

September 27, 1951

I certify that I have received the following Government property for official use:  
~~returned~~

Key to Room 4260

Returned Key to Room 4262

ALPHABETICAL  
SEP 29 1951

R E A D

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

8 OCT 4 1951 1387

FILE

WRG

PER MB

Very truly yours

Thomas E. Bishop  
Thomas E. Bishop, SA

*gef*  
*W. H. R.*

September 27, 1951

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

I am indeed pleased to advise you that you have been recommended for promotion from the position of Special Agent, \$7200 per annum in Grade GS 12, to the position of Special Agent, \$7600 per annum in Grade GS 13, effective September 30, 1951.

For your information this promotion is temporary in accordance with Public Law #843, approved September 27, 1950.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover  
Director

OCT 2 1951  
RECORDED - 35

149

CC: Mr. Rosen (Personal Attention)  
Mr. J. E. Edwards  
Movement Section

JW:gef  
67-204108

SEP 27 10 52 AM '51  
U.S. DEPT. OF JUSTICE  
RECEIVED DIRECTOR

RECEIVED ALBANY, N.Y.  
FBI  
U.S. DEPT. OF JUSTICE  
SEP 27 9 52 AM '51

*W. H. R.*  
*091*

MAILED 8  
SEP 27 1951  
U.S. DEPT. OF JUSTICE

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Aiken \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

## U. S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION  
WASHINGTON 25, D. C.STANDARD FORM 50  
UNITED STATES  
CIVIL SERVICE COMMISSION  
OCTOBER 1946FORM APPROVED  
BUDGET BUREAU NO. 50-2064Prepared by:  
Checked by:  
Filed by:*gwd/jj*

## NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR. - MISS - MRS. - FIRST - MIDDLE INITIAL - LAST) <b>MR. THOMAS E BISHOP</b>		2. DATE OF BIRTH <b>8-18-17</b>	3. JOURNAL OR ACTION NO. <b>F.B.I. 8052 8052</b>	4. DATE <b>8-26-51</b>
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>PROMOTION</b>		6. EFFECTIVE DATE <b>9-30-51</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>Schedule A Part 6.103 (3)</b>	
FROM		TO		
<b>Special Agent</b>  <b>GS 12</b> <b>\$7300 per annum</b>		<b>Special Agent</b>  <b>GS 13</b> <b>\$7600 per annum</b>		
8. POSITION TITLE  9. SERVICE, GRADE, SALARY  10. ORGANIZATIONAL DESIGNATIONS  11. HEADQUARTERS		12. FIELD OR DEPT'L <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE NONE <input checked="" type="checkbox"/> 5 PT. <input type="checkbox"/> 10 POINT <input type="checkbox"/> WWII <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> OMAR. WIFE WIDOW		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input checked="" type="checkbox"/> L.A. <input checked="" type="checkbox"/> REAL <input type="checkbox"/>		
15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F	16. RACE <input type="checkbox"/> W <input type="checkbox"/> N <input type="checkbox"/> O	17. APPROPRIATION S. & E., FBI FROM: TO: <b>same</b>	18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>Yes</b>	19. DATE OF OATH (ACCESSIONS ONLY)
		20. LEGAL RESIDENCE <b>Ohio</b>		
REMARKS  The provisions of the Veterans' Preference Act of 1944 and/or the Selective Service Extension Act of 1950 have been complied with.  This promotion is temporary in accordance with Public Law 5643, approved 9-27-50.				
4 OCT 17 1951 <i>File</i> <i>gwd</i> SIGNATURE OR OTHER AUTHENTICATION				

8. FILE

U. S. GOVERNMENT PRINTING OFFICE - 1951 - 642760

October 12, 1951

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

You are hereby directed to report to Assistant to the  
Director Louis B. Nichols for assignment.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover  
Director

CC-Mr. Nichols Mr. Bishop is to be assigned to the Crime Records  
Section as a replacement for [redacted] b6

Mr. Rosen (P) You should advise the Administrative Division  
the date Agent Bishop can depart on transfer.

Mr. H. L. Edwards  
Mrs. Wackerman  
Miss Usilton  
Movement Section  
WSH:emer

RECORDED 23

116 1951

204108-150

115

6 17 1951

DEPT. OF JUSTICE  
DIRECTOR

TELETYPE UNIT

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Alden \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_

OCT 12 1951

V.B. [Signature]

HS E  
you us A



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson *✓ m*

DATE: October 10, 1951

FROM : L. B. Nichols

SUBJECT: THOMAS EDWARD BISHOP *M*  
EOD 6-30-41  
GS-12, \$7200  
ASSIGNED INVESTIGATIVE DIVISION

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Andy \_\_\_\_\_

In another memorandum I have recommended the cancellation of the transfer of SA George Kyd to Mr. Jones' office. To replace Kyd, I recommend the assignment of Thomas Edward Bishop who is presently assigned to the Investigative Division. Bishop has an excellent background for the work of the Crime Records Section as reflected in the attached summary.

I have discussed this matter with Mr. Rosen who is agreeable to the reassignment, provided that SA B. V. McCarthy, currently assigned to the Name Check Unit of the Domestic Intelligence Division who is slated for transfer out of the Domestic Intelligence Division, be assigned to the Investigative Division. Accordingly, it is recommended that Mr. Bishop be assigned to Mr. Jones' office and that Agent McCarthy be assigned to replace Bishop in the Investigative Division.

cc: Mr. Glavin  
Mr. Rosen

LBN:CMC

Attachment

*OK transfer  
Bishop to Crime  
Records.  
A replacement  
will be worked  
out for him  
with Mr. Rosen*

*10/12*

OCT 24 1951

October 9, 1951

MR. NICHOLS:

Mr. Rosen advised me tonight that you expressed an interest in getting Special Agent Thomas Edward Bishop for this Division if he were not in a key spot.

Rosen stated he would be very glad to make Bishop available at your request provided the Investigative Division could get Special Agent B. V. McCarthy, currently assigned to the Name Check Unit of the Domestic Intelligence Division.

Rosen stated he would like our memorandum worded as indicated in the last sentence. ~~He~~ ~~It~~ ~~is~~ suggested we make a check to see if McCarthy has been ordered out as I understand he is one of the five Agents to be transferred out of the Name Check Unit.

I checked this with John Mohr. He stated no letters had gone through him on McCarthy and this was the type of swap that could be made if you will get your memorandum over about Kyd turning down the transfer, making your request for Bishop and incorporating in the same memo Mr. Rosen's desire to have McCarthy replace Bishop.

J. J. McGuire

JJM:mb

October 2, 1951

~~June 30, 1951~~

(67-204108)

THOMAS EDWARD BISHOP

EOD: 6-30-41; GS-12 (\$7200)

Assigned: Special Inquiry Section,  
Criminal Division, Headquarters.

Bishop is 33 years of age, 5 feet, 10 inches tall and weighs 151 pounds. He is slender, erect and well-developed. He graduated from the University of Cincinnati in 1939 with an AB degree and with a better than average scholastic record. When he entered the FBI he had completed two years of law at the University of Cincinnati with an "A" average. In June of 1950, he finished his law degree at the Salmon P. Chase College of Law in Cincinnati and was admitted to the Ohio Bar in August of 1950.

Following the completion of his training, Bishop served in the Baltimore Office and at Wilmington, Delaware, prior to reporting for duty at the Security Division at Headquarters on 8-2-42, where he worked in the Special Memoranda Unit. He also worked for a short time on correspondence. SA Carroll of this Section recalls that Bishop worked with him for a few months on the correspondence desk in the Security Division and did an excellent job.

On 4-10-43, Bishop was sent on SIS assignment to Caracas, Venezuela. He subsequently became Acting Legal Attache of that office and was named Legal Attache at Montevideo on 6-22-46. His work while on SIS assignment was described as excellent. He has a fluent knowledge of the Spanish language and reflected ability to assume responsibility and was aggressive in all phases of his work. On 8-15-46, he was assigned to the Cincinnati Office and received excellent efficiency ratings since his return to the domestic field. His 1951 efficiency rating was in the upper limits of Satisfactory. He was an approved field supervisor in the Cincinnati Office handling applicant matters as well as some criminal matters. The SAC indicated that Bishop handled a very large volume of work and was most meticulous in meeting deadlines. Bishop was described as an interested and enthusiastic Agent.

Bishop who is an inspector's aide has been described by Inspector Naughten as being more energetic than many Agents and possessing an agile mind. Mr. Naughten stated that Bishop grasped techniques readily and arrived at results quickly and accurately. He said that Bishop possessed a very pleasant and positive personality and was able to produce an above average amount of highly satisfactory work. On another occasion the late Inspector Gurnea pointed out that Bishop who assisted on an inspection of the New York Office put in more voluntary overtime during the inspection than any other aide. During inspection of the Cincinnati Office

in January of 1950, Mr. Gurnea said that Bishop was supervisory and ASAC material.

~~Bishop is married and the father of two children.~~

On April 20, 1951, the SAC at Cincinnati recommended Bishop for advancement on a long range basis. The SAC indicated that Bishop had definite possibilities for the position of Special Agent in Charge. He said that Bishop was enthusiastic, had an excellent attitude and that as an administrator he was able to comprehend not only the over-all picture of his own desk but of the entire office.

Bishop is married and is the father of two children.

# FEDERAL BUREAU OF INVESTIGATION

## UNITED STATES DEPARTMENT OF JUSTICE

### REPORT OF PERFORMANCE RATING

Name of Employee: THOMAS EDWARD BISHOP

Where Assigned: Investigative  
(Division)

Special Inquiry  
(Section, Unit)

Payroll Title: Special Agent

GS 13, \$7600

Rating Period: from 8-15-51

to 10-27-51

ADJECTIVE RATING:

SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

TEB

Rated by:

Christopher Callan  
Signature

Inspector

Title

10-27-51

Date

Reviewed by:

A. Rosen  
Signature

Assistant Director

Title

10-27-51

Date

Rating approved by:

[Signature]  
Signature

ASSISTANT DIRECTOR

Title

NOV 13 1951

Date

#### TYPE OF REPORT

- ( ) Official  
( ) Annual

- ( ) Administrative  
( ) 60-day  
(X) Transfer  
( ) Separation from service  
( ) Special

11 NOV 23 1951

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee THOMAS EDWARD BISHOP Title Special Agent  
Rating Period: from 8-15-51 to 10-27-51

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
= Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |  |  |
|--|--|
| <u>✓</u> (1) Personal appearance.  | <u>0</u> (17) Firearms ability.  |
| <u>✓</u> (2) Personality and effectiveness of his personal contacts.   | <u>0</u> (18) Development of informants and sources of information.  |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).   | <u>✓</u> (19) Reporting ability:<br><u>0</u> (a) Investigative reports<br><u>0</u> (b) Summary reports<br><u>✓</u> (c) Memos, letters, wires<br>(Consider: <u>0</u> conciseness; <u>0</u> clarity; <u>0</u> organization;<br><u>0</u> thoroughness; <u>0</u> accuracy; <u>0</u> adequacy and pertinency of leads; <u>0</u> administrative detail)  |
| <u>✓</u> (4) Physical fitness (including health, energy, stamina).   | <u>0</u> (20) Performance as a witness.  |
| <u>✓</u> (5) Resourcefulness and ingenuity.  | <u>0</u> (21) Executive ability:<br><u>0</u> (a) Leadership<br><u>0</u> (b) Ability to handle personnel<br><u>0</u> (c) Planning<br><u>0</u> (d) Making decisions<br><u>0</u> (e) Assignment of work<br><u>0</u> (f) Training subordinates<br><u>0</u> (g) Devising procedures<br><u>0</u> (h) Emotional stability<br><u>0</u> (i) Promoting high morale<br><u>0</u> (j) Getting results |
| <u>✓</u> (6) Forcefulness and aggressiveness as required.  | <u>0</u> (22) Ability on raids and dangerous assignments:<br><u>0</u> (a) As leader<br><u>0</u> (b) As participant   |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.  | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.  |
| <u>✓</u> (8) Initiative and the taking of appropriate action on own responsibility.  | <u>+</u> (24) Ability to work under pressure.  |
| <u>✓</u> (9) Planning ability and its application to the work.   | <u>0</u> (25) Miscellaneous. Specify and rate:<br><u>0</u><br><u>0</u><br><u>0</u>   |
| <u>+</u> (10) Accuracy and attention to pertinent detail.  |  |
| <u>✓</u> (11) Industry, including energetic consistent application to duties.  |  |
| <u>✓</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  |  |
| <u>✓</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.  |  |
| <u>0</u> (14) Technical or mechanical skills.  |  |
| <u>0</u> (15) Investigative ability and results:<br><u>0</u> (a) Internal security cases<br><u>0</u> (b) Criminal or general investigative cases<br><u>0</u> (c) Fugitive cases<br><u>0</u> (d) Applicant cases<br><u>0</u> (e) Accounting cases |  |
| <u>0</u> (16) Physical surveillance ability.   |  |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Supervisor, Special Inquiry Section, Investigative Division

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): \_\_\_\_\_

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING : SATISFACTORY  
 Outstanding, Satisfactory, Unsatisfactory

October 27, 1951

THOMAS EDWARD BISHOP  
Special Agent  
GS 13, \$7600  
Special Inquiry Section,  
Investigative Division  
EOD Bureau 6-30-41

TRANSFER EFFICIENCY RATING

This Agent has been transferred from the Investigative Division to the Records and Communications Division at the Seat of Government.

He has continued to handle the work assigned to him in an exceptionally satisfactory manner and I have no reason to alter the comments which I made upon the occasion of the efficiency rating afforded him on August 15, 1951.

RATING: SATISFACTORY

Agent's Initials: TEB

THOMAS EDWARD BISHOP

SPECIAL AGENT

ENTERED ON DUTY: 6/30/41

SALARY: \$8360

OFFICE PREFERENCE: (1) Cincinnati (2) Memphis

ASSISTANT TO THE DIRECTOR NICHOLS:

This Special Agent has been in the Crime Records Section since October 29, 1951. He makes a most favorable personal appearance, has a good personality and gets along well with others. This Special Agent is an extremely hard worker and seems intensely interested in the Bureau's activities. He has had experience in preparing summary memoranda thus far since coming to Crime Records and at the present time is assisting in connection with the handling of correspondence. I feel that after Bishop gains additional experience he will become a most valuable supervisor in the Crime Records Section.

STATUS: Satisfactory

Inspector Harbo:

During the short time he has been assigned to the Crime Records Section, Mr. Bishop has been handling summary memoranda and assisting in the handling of correspondence. He likes his assignment, makes a neat appearance, and possesses an above average personality. He is enthusiastic, alert, and expresses himself well. He makes a very good impression during interview and should develop as a very satisfactory supervisor in the Crime Records Section.

M

5  
Inspection Report

Records and Communications Division, Crime Records Section

Inspector R. T. Harbo

November 15, 1951

3  
jun

0 JAN 21 1952



October 31, 1951

MEMORANDUM FOR MR. NICHOLS

RE: THOMAS E. BISHOP  
EOD - June 30, 1941  
GS 13, \$7600.  
Special Agent

The above-captioned employee reported to Crime Records Section for assignment on October 29, 1951 from Investigative Division.

Mr. Bishop advises his home address is 2603 Evans Drive, Silver Spring, Maryland and he has no home phone.

M. A. Jones

MAJ:ptm

action previously taken  
JEF/ajm

RECORDED - 25  
4/17

67-204108-153	
Searched	.....
Numbered	29
8 NOV 9 1951	
FEDERAL BUREAU OF INVESTIGATION	

1 NOV 13 1951

RECEIPT FOR GOVERNMENT PROPERTY

CC-5a

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

10/31/57

*af*

I certify that I have received the following Government property for official use:

~~returned~~

Key to Room 4232 <sup>h</sup>

RETURNED

Key to Room 4260 <sup>h</sup>

ALPHABETICAL

NOT RECORDED  
25 NOV 8 1951

FILE  
WRG  
PER R.P.

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

57 NOV 9 1951 <sup>163 4104</sup>

Very truly yours,

*Thomas E. Bishop*  
Thomas E. Bishop, SA

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

DATE: November 27, 1951

FROM : H. L. EDWARDS

SUBJECT: THOMAS E. BISHOP  
Special Agent  
Investigative Division

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Alden \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Agent Bishop, who was found to be underweight at the time of the physical examination afforded him on July 9, 1951, telephonically advised this office today that his present weight is one hundred sixty pounds. Inasmuch as the standard weight for a man of his age and height is one hundred sixty-eight pounds, this will be followed again in three months.

Searched \_\_\_\_\_

Numbered \_\_\_\_\_

HLE:mf cmf

35 DEC 5 1951

NOV 30 1951

FEDERAL BUREAU OF INVESTIGATION

2/29/52  
158 lbs. - 90 lbs.  
in 3 mo - 90 lbs.

RECORDED  
INDEXED  
67-204108-154  
H.L. Edwards  
that agent  
weight  
this  
11/28/51

36

January 25, 1952

6  
Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

It has been noted that an incorrect salutation was used in a letter which was recently dictated by you in reply to a communication received from a Bureau correspondent. It appears that in this instance you relied on the fact that the mailing list maintained by the Bureau had been checked by another employee and that you did not personally check the appropriate records to determine the correct salutation to be used. Inasmuch as you had no personal knowledge of how this correspondent should have been addressed, you should not have relied on the accuracy of the check made by this other employee, but should have personally checked the appropriate files to make sure that the salutation used was proper.

It is absolutely essential that the utmost care be used in the preparation of official correspondence such as this, and it is accordingly expected that in the future handling of your assignments you will exercise more care and display better judgment than you did on this occasion. In the event you should fail to do this, it may be necessary to take further administrative action.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

FDH:ps

CC: Mr. Nichols (Confidential)

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

11 JAN 31 1952 JAN 25 1952

COMM - FBI

## Office Memorandum • UNITED STATES GOVERNMENT

gm TO : Mr. Nichols *mrh*  
 FROM : M. A. Jones *MAJ*  
 SUBJECT: SA THOMAS E. BISHOP  
 EOD 6-30-41  
 GS-13, \$8360  
 CRIME RECORDS SECTION

DATE: December 21, 1951

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

I wanted to advise you that the above-mentioned Special Agent in this Section still does not have a phone at his residence. Likewise there is no phone nearby through which he could obtain messages; in fact the nearest phone is about  $2\frac{1}{2}$  miles away so far as Bishop knows. The telephone company has been laying cable in front of his apartment and states that Bishop has the first priority and will get the first phone just as soon as they start putting them in. There is no way of knowing just when the phone will be obtained.

MAJ:mcg

ADDENDUM: (MAJ:mrh 12-28-51)

Upon rechecking with Bishop I found that Special Agent Robert A. Garvey in the Investigative Division is the nearest employee with a phone. Garvey's phone is SLigo 0830.

*MAJ*  
*Switchboard*  
*Advised*

DEC 20 1951

RECEIVED

DEC 28 1 01 PM '51  
 MR. JONES

61 JAN 28 1952

R339

RECORDED  
 JAN 16 1952  
 28  
 THREE

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Nichols *[initials]*

FROM : M. *[initials]*

SUBJECT: LETTER FROM HONORABLE PAT SUTTON  
Crime Records

DATE: December 17, 1951

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Albee \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

Mr. Tolson has inquired why the Crime Records Section did not route the letter from Congressman Pat Sutton dated November 28, 1951, enclosing an inquiry from [REDACTED] a constituent of the Congressman's, to the Director's office. b6

This matter was handled in Crime Records by SA Thomas E. Bishop, who is relatively new on correspondence. He handled this matter and when it came to my desk it was immediately sent to your office.

Mr. Bishop has been instructed to be alert to communications of this type and to make positively sure that they have been to the Director's office before action is taken. It is regretted that this letter was not routed to the Director's office before handling in Crime Records.

GLC:mrh

*[initials]* 80004-567  
61

*[initials]*

RECEIPT FOR GOVERNMENT PROPERTY

CC-5a

FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

11-13-51

I certify that I have received the following Government property for official use:  
~~returned~~

*W2*  
*5a*  
Key to Room 4236

ALPHABETICAL  
FILE

NOT RECORDED

10 NOV 20 1951

WRG

FEB

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE

IT IN ANY WAY.

Very truly yours,

T. E. Bishop (mg)

T. E. Bishop, SA

*145*  
63 NOV 23 1951

F-36 6

# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

*Transferred  
Hugston*

Name of Employee: 0 THOMAS EDWARD BISHOP

Where Assigned: 4 Crime Records  
(Division) (Section, Unit)

Payroll Title: Special Agent, GS-13, \$8360

Rating Period: from 10-27-51 to 1-31-52

ADJECTIVE RATING: Satisfactory  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

TEB

Rated by:	<u>M. A. Jones</u> Signature	<u>Special Agent</u> Title	<u>1-31-52</u> Date
Reviewed by:	<u>L. B. Nichols</u> Signature	<u>Assistant To The Director</u> Title	<u>FEB 1 1952</u> Date
Rating approved by:	<u>Hugston</u> Signature	<u>ASSISTANT DIRECTOR</u> Title	<u>FEB 4 1952</u> Date

### TYPE OF REPORT

( ) Official  
( ) Annual

(x) Administrative  
(x) 60-day  
( ) Transfer  
( ) Separation from service  
( ) Special

**11 FEB 13 1952**  
4



# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee THOMAS EDWARD BISHOPTitle Special Agent, GS-13Rating Period: from 10-27-51 to 1-31-52

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |  |  |
|--|--|
| <u>✓</u> (1) Personal appearance.  | <u>0</u> (17) Firearms ability.  |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.   | <u>0</u> (18) Development of informants and sources of information.  |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).   | <u>0</u> (19) Reporting ability:<br><u>-</u> (a) Investigative reports<br><u>-</u> (b) Summary reports<br><u>-</u> (c) Memos, letters, wires<br>(Consider: <u>-</u> conciseness; <u>-</u> clarity; <u>-</u> organization;<br><u>-</u> thoroughness; <u>-</u> accuracy; <u>-</u> adequacy and pertinency of leads; <u>-</u> administrative detail.)                                       |
| <u>+</u> (4) Physical fitness (including health, energy, stamina).   | <u>0</u> (20) Performance as a witness.  |
| <u>✓</u> (5) Resourcefulness and ingenuity.  | <u>✓</u> (21) Executive ability:<br><u>-</u> (a) Leadership<br><u>-</u> (b) Ability to handle personnel<br><u>-</u> (c) Planning<br><u>-</u> (d) Making decisions<br><u>-</u> (e) Assignment of work<br><u>-</u> (f) Training subordinates<br><u>-</u> (g) Devising procedures<br><u>-</u> (h) Emotional stability<br><u>-</u> (i) Promoting high morale<br><u>-</u> (j) Getting results |
| <u>+</u> (6) Forcefulness and aggressiveness as required.  | <u>0</u> (22) Ability on raids and dangerous assignments:<br><u>-</u> (a) As leader<br><u>-</u> (b) As participant   |
| <u>✓</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.  | <u>-</u> (23) Organizational interest, such as making of suggestions for improvement.  |
| <u>✓</u> (8) Initiative and the taking of appropriate action on own responsibility.  | <u>+</u> (24) Ability to work under pressure.  |
| <u>✓</u> (9) Planning ability and its application to the work.   | <u>0</u> (25) Miscellaneous. Specify and rate:<br><u>-</u> _____<br><u>-</u> _____<br><u>-</u> _____   |
| <u>✓</u> (10) Accuracy and attention to pertinent detail.  |  |
| <u>+</u> (11) Industry, including energetic consistent application to duties.  |  |
| <u>✓</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  |  |
| <u>✓</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.  |  |
| <u>0</u> (14) Technical or mechanical skills.  |  |
| <u>0</u> (15) Investigative ability and results:<br><u>-</u> (a) Internal security cases<br><u>-</u> (b) Criminal or general investigative cases<br><u>-</u> (c) Fugitive cases<br><u>-</u> (d) Applicant cases<br><u>-</u> (e) Accounting cases |  |
| <u>0</u> (16) Physical surveillance ability.   |  |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.):

Supervisor

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: Satisfactory

Outstanding, Satisfactory, Unsatisfactory

January 31, 1952

Re: THOMAS EDWARD BISHOP  
Special Agent  
EOD 6-30-41  
GS-13, \$8360  
60-DAY REPORT

This Special Agent has been in the Crime Records Section since October 29, 1951. Bishop presents an excellent physical appearance, is an exceptionally hard worker and gets along exceedingly well with other employees in the Section.

Since coming to Crime Records he has handled several speaking engagements with highly satisfactory results.

This Special Agent is making better than average progress for a new Supervisor in the Crime Records Section. He is rapidly becoming familiar with all aspects of Bureau policy and his work is above average both with respect to quality and quantity. It should be noted that within the last few days he received a letter from the Director with regard to an incorrect salutation on a letter dictated and approved by him. In this connection, it should be noted that Bishop had had only a few weeks experience on correspondence at the time the letter was prepared. His outgoing communication was based upon a letter from the field which, while it indicated that the correspondent was very friendly, gave no clue as to the proper salutation to use. The information furnished by the field indicated that the correspondent was very friendly and, accordingly, Mr. Bishop felt it was not necessary to run a file check.

In this particular case the stenographer checked the mailing list and failed to follow the special salutation which was set forth. Mr. Bishop relied upon the stenographer's accuracy in checking the mailing list in this regard. Mr. Bishop felt it was not necessary to personally check the mailing list since to do so on every letter would bog down the

MAJ:mrh

TEB

the correspondence desk and make it impossible for any volume whatsoever to be handled.

Aside from this one letter of censure, Mr. Bishop's work has, as indicated, been above average and I feel that he will continue to develop and will make an outstanding Supervisor in the Crime Records Section. On the basis of his work during the past two months I feel he is entitled to a rating of Satisfactory in Grade GS-13.

*James* *Ver*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Nichols  
 FROM : M. A. [redacted]  
 SUBJECT: LETTER TO [redacted]  
 December 10, 1951

DATE: December 17, 1951

Crime Records

b6

Reference is made to the inquiry from the Director as to why Mr. [redacted] was not addressed as "Dear [redacted]."

The card on [redacted] on the Crime Records Section mailing list reflects the salutation as "Dear [redacted]." This letter was handled by Miss Kathleen Matsch in the Crime Records Section. Miss Matsch checked the mailing list and as reflected in the attached memorandum submitted by her, she failed to follow the correct salutation because of "a careless oversight." This is inexcusable on Miss Matsch's part and I have most forcefully called to her attention the absolute necessity of being careful and using good judgment in the preparation of outgoing mail. I feel sure that she will not repeat such a mistake.

The dictation of this letter was SA T. E. Bishop who is relatively new on correspondence and had no personal knowledge of how [redacted] should be addressed. He knew Miss Matsch had checked the mailing list and relied on her accuracy. The fact remains that in view of the circumstances Mr. Bishop should have checked the files if he did not know the identity of [redacted] and, of course, would have noted the proper salutation there.

This particular letter was initialed for this Section during my absence on leave by Special Agent Youngblood who has been helping out in this regard recently. Mr. Youngblood is now in Florida in view of the death of his mother and it is not known why he failed to catch this mistake.

It is regretted that this mistake occurred and I have today cautioned all stenographers and typists with regard to such an error.

RECOMMENDATION:

It is recommended that a letter of censure be sent Miss Matsch in this regard.

MAJ:mrh

ADDENDUM: FCH:mb 12-17-51 Mrs. Elsie Tuttle in the Reading Room read this letter and noted that the yellow card carried a note indicating that the mailing list had been checked and, therefore she presumed that the salutation was in accordance with the

Memorandum to Mr. Nichols

12-19-51

FCH

Letter of Censure to Bishop &amp; Matsch

1-25-52

JCH-pa

F. R. Youngblood F. C. Holloman Clyde Tolson

80004-576

Jogier mm 2 Agree

Memo to Mr. Nichols from Mr. Jones  
Re: Letter to [REDACTED]  
December 10, 1951

December 17, 1951

mailing list in the Crime Records Section. On this basis, she did not check the special index of salutations maintained in the Reading Room. She is one of the newer employees in the Reading Room and was not personally acquainted with the fact that Mr. [REDACTED] should be addressed as "Dear [REDACTED]"

b6

Holloman in my office approved the letter for me. He recalls handling this letter and noted that the yellow carried a notation indicating that the mailing list had been checked and, therefore, presumed that the salutation was in accordance with our mailing list. Holloman, of course, knows that Mr. [REDACTED] is a good friend but was not personally acquainted with how the Director addresses him. It is regretted that this was not caught in my office and that too much dependence was placed on the individual who had checked the mailing list and typed up the letter. This regret is accentuated with the knowledge that this error will cause the Director personal embarrassment.

Vigorous steps have been taken in order to prevent mistakes of this kind in this Division.

I also failed to  
note the improper  
salutation

12/18

Holloman  
should have  
known better.  
H.

And they are always  
recurring

Mr. Nichols

January 25, 1952

Director, FBI

~~CONFIDENTIAL~~

MISS KATHLEEN Y. MATSCH  
SA THOMAS E. BISHOP  
CRIME RECORDS SECTION

There is enclosed for delivery to Miss Matsch a letter of  
censure resulting from her dereliction in connection with the use of  
an incorrect salutation in an outgoing letter recently sent to Mr.  
[REDACTED]. A copy of this letter is also enclosed for your  
information. b6

There is also enclosed a copy of a letter of censure to  
Special Agent Thomas E. Bishop, who dictated this outgoing communi-  
cation which contained an incorrect salutation.

Enclosures

FDH:ps,ss  
TOH

CC: Personnel File of Kathleen Y. Matsch  
Personnel File of SA Thomas E. Bishop

ORIGINAL FILE IN 100-47478-96  
Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

RECEIVED READING ROOM  
F B I  
JAN 25 4 35 PM '52

DUPLICATE YELLOW

*John Price*

# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

Name of Employee: THOMAS E. BISHOP

Where Assigned: Records and Communications Crime Records  
(Division) (Section, Unit)

Payroll Title: Special Agent, GS 13

Rating Period: from April 1, 1951 to March 31, 1952

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

TEB

Rated by: M. A. Jones Section Chief 3-31-52  
Signature Title Date

Reviewed by: L. B. Nichols Assistant To The Director MAR 31 1952  
Signature Title Date

Rating approved by: Longman ASSISTANT DIRECTOR APR 4 1952  
Signature Title Date

### TYPE OF REPORT

(X) Official PERFORMANCE  
(x) Annual

( ) Administrative had  
( ) 60-day had  
( ) Transfer  
( ) Separation from Service 1 APR 3 1952  
( ) Special Agent of Investigation

92 APR 9 1952

11

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee THOMAS E. BISHOP Title Special Agent, GS 13  
 Rating Period: from 4-1-51 to 3-31-52

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
○ No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |   |  |
|---|--|
| <u>+</u> (1) Personal appearance.   | <u>✓</u> (17) Firearms ability.  |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.  | <u>○</u> (18) Development of informants and sources of information.  |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  | <u>+</u> (19) Reporting ability:   |
| <u>+</u> (4) Physical fitness (including health, energy, stamina).  | <u>○</u> (a) Investigative reports   |
| <u>+</u> (5) Resourcefulness and ingenuity.   | <u>○</u> (b) Summary reports   |
| <u>+</u> (6) Forcefulness and aggressiveness as required.   | <u>+</u> (c) Memos, letters, wires   |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.   | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.   | <u>○</u> (20) Performance as a witness.  |
| <u>+</u> (9) Planning ability and its application to the work.  | <u>+</u> (21) Executive ability:   |
| <u>+</u> (10) Accuracy and attention to pertinent detail.   | <u>+</u> (a) Leadership  |
| <u>+</u> (11) Industry, including energetic consistent application to duties.   | <u>+</u> (b) Ability to handle personnel   |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (c) Planning  |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.   | <u>+</u> (d) Making decisions  |
| <u>+</u> (14) Technical or mechanical skills.   | <u>+</u> (e) Assignment of work  |
| <u>○</u> (15) Investigative ability and results:  | <u>+</u> (f) Training subordinates   |
| <u>○</u> (a) Internal security cases  | <u>+</u> (g) Devising procedures   |
| <u>○</u> (b) Criminal or general investigative cases  | <u>+</u> (h) Emotional stability   |
| <u>○</u> (c) Fugitive cases   | <u>+</u> (i) Promoting high morale   |
| <u>○</u> (d) Applicant cases  | <u>+</u> (j) Getting results   |
| <u>○</u> (e) Accounting cases   | <u>○</u> (22) Ability on raids and dangerous assignments:  |
| <u>○</u> (16) Physical surveillance ability.  | <u>○</u> (a) As leader   |
|   | <u>+</u> (b) As participant  |
|   | <u>+</u> (23) Organizational interest, such as making of suggestions for improvement.  |
|   | <u>+</u> (24) Ability to work under pressure.  |
|   | <u>○</u> (25) Miscellaneous. Specify and rate:   |
|   | <u>○</u>   |
|   | <u>○</u>   |
|   | <u>○</u>   |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Research, correspondence and Research

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Soundings, credits mail, etc.

- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: SATISFACTORY  
 Outstanding, Satisfactory, Unsatisfactory



THOMAS E. BISHOP  
Special Agent  
GS 13, \$8360.  
EOD - June 30, 1941

This Special Agent has been in the Crime Records Section since October 29, 1951, having been assigned previously since June 14, 1951, to the General Investigative Division. Before this he was assigned to the Cincinnati Office in a Supervisory capacity.

Special Agent Bishop presents an excellent physical appearance. He is of medium size and is always well groomed. This Special Agent has a good personality and is aggressive in the handling of his responsibilities. [Mr. Bishop's dictation is highly satisfactory.] He is fast and clear in this regard. He is enjoying good health at the present time.

[This Agent is a well-qualified investigator and is able to handle the most complicated type of investigative matter.] Since his assignment to the Crime Records Section, this Special Agent has been used primarily on one of the correspondence desks in addition to some general research work. [He is most energetic and his volume is above average both with respect to quantity and quality.]

Under date of January 25, 1952, Mr. Bishop received a letter from the Director in connection with an incorrect salutation on a letter dictated and approved by him. It should be noted that as of this time he had had only a few weeks experience on correspondence in the Crime Records Section. His outgoing communication was based upon a letter from the Field which, while it indicated the correspondent was friendly, gave no clue as to the proper salutation. Mr. Bishop wrote a friendly letter and relied upon the the Stenographer to make an appropriate check for the proper salutation. The Stenographer did make the check but then failed to follow the correct salutation which was contained on the mailing list card. Mr. Bishop felt that it was not necessary to check the mailing list personally and relied upon the Stenographer's accuracy.

Aside from the letter mentioned above, Mr. Bishop's work has been far above that of the average new Supervisor in the Crime Records Section. It is felt that he is definitely of SAC timber and  
MAJ:ptm

after additional experience at the Seat of Government, should be kept in mind for an opening as an ASAC. It is felt he is entitled to a rating of Satisfactory on the basis of his work during the year.

*James*



**United States Department of Justice  
Federal Bureau of Investigation  
Washington, D. C.**



Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name [redacted] Bishop Relationship WIFE Date 2/20/52  
Address 2603 EVANS DRIVE, SILVER SPRING, MD.

b6

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name [redacted] Bishop Relationship WIFE Date 2/20/52  
Address 2603 EVANS DRIVE, SILVER SPRING, MD.

*rsb*

Very truly yours,

*Thomas E. Bishop*  
Special Agent

67-201-RECORD-113

*3/8*

APR 2 1952  
92 APR 3 1952

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

2-8-52

I certify that I have received the following Government property for official use:  
~~returned~~

Key to Room 4228

Returned

Key to Room 4232

ALPHABETICAL

NOT RECORDED

11 FEB 18 1952

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

65 FEB 15 1952

F270

FILE

WRG

PER MB

Very truly yours,

Thomas E. Bishop

Thomas E. Bishop, SA

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson ✓  
 FROM : L. B. Nichols  
 SUBJECT:

DATE: February 8, 1952

IV  
 Superior

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols ✓  
 Belmont \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Egan \_\_\_\_\_  
 Gurnea \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Pennington \_\_\_\_\_  
 Quinn Tamm \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

Reference is made to SAC Letter No. 121, dated December 20, 1951, Section A, suggesting the Bureau be advised by January 15, 1952, of those Special Agents who should be considered on a long range basis for development as administrators and executives in the Bureau.

Messrs. McGuire, Holloman, Trotter, Jones, and Leonard, all of whom are of SAC caliber, are not being listed on a comparative basis.

The following Special Agent personnel assigned to the Records and Communications Division is so recommended:

1. Robert E. Wick, EOD 7-20-42, GS-13, \$8560 per annum. Mr. Wick has been assigned to my office since October. He definitely is a growing man, has executive ability, and after additional experience I think he should be appointed an ASAC with the thought in mind that he is SAC timber.

2. SA Edward C. Kemper, EOD 8-25-41, GS-13, \$8560 per annum. Mr. Kemper makes an excellent appearance, is a good mixer, and is ambitious to get ahead in the Bureau. He has an unusual amount of force and drive and is rapidly developing in administrative ability.

3. SA [redacted] EOD 8-4-41, GS-13, \$8760 per annum. Mr. [redacted] is outstanding in ability and experience in the Bureau. He has an excellent personality and is most aggressive. [redacted] is an excellent public speaker. It is noted that [redacted] at the present time has a large family and that Mrs. [redacted] is in rather precarious health.

4. Wendell G. Eames, EOD as SA 6-22-42, GS-13, \$8960 per annum. Mr. Eames has always shown outstanding administrative capabilities as a supervisor in the Records Section and is particularly adept at personnel work. He makes an excellent personal appearance, is conscientious, hard working, and ambitious to progress in the Bureau's service. His development over the years has been excellent and I believe he is one of the best prospects for long range development the Bureau has had in this division.

043-262  
 31

JJM:CMC:sb

Noted  
 JCC  
 7/7/51

7/7/51

February 8, 1952

5. SA [redacted], EOD 6-1-37, GS-13, \$8560 per annum. Mr. [redacted] has an excellent appearance, has a lot of native ability, and is very well versed in Bureau policy. He is an accountant. He definitely has administrative capabilities. b6

6. SA Arthur V. Hart, EOD 11-6-39, GS-12, \$8040 per annum. This Agent is a conscientious worker, appears to have a good deal of native ability. He has an excellent personality and is ambitious. He is relatively new at the Seat of Government, and is rapidly absorbing Bureau policy. I think he has excellent prospects for eventual development at the Bureau.

7. SA Thomas E. Bishop, EOD 6-30-41, GS-13, \$8360 per annum. Bishop makes an excellent appearance, is intensely interested in the Bureau's work, and I have been very favorably impressed with him, although he is relatively new in this division. I think he has latent prospects for further advancement as an administrator in the Bureau with further experience.

8. Lester Short, EOD as SA 7-21-47, GS-13, \$8360 per annum. Mr. Short makes an excellent personal appearance, is conscientious, hard working, and I believe has a great deal of native capability from which we can expect further development.

9. SA R. Bert Carter, EOD 12-9-40, GS-12, \$7640 per annum. Mr. Carter has had varied experience in the Bureau, is single and available for assignment anywhere. Mr. Carter is now on probation as a result of mishandling of mail and has been transferred to Cleveland. I have a feeling that he will grow as a result of this action and I feel that he will develop and, in due time, if his record is what I think it will be, he should be considered for additional responsibilities.

*[Handwritten flourish]*

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

1-16-52

I certify that I have received the following Government property for official use:  
~~RETURNED~~

*ll*  
SUPERVISOR'S MANUAL # 111  
(issued Jan. 2, 1952)

RETURNED

SUPERVISOR'S MANUAL # 111  
(issued Aug. 21, 1950)

4232  
ALPHABETICAL

READ

ORDERED FILED  
WRG

*165*  
*501 APR 6 1952*  
The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking  
care of it and returning it when its use has been  
completed. DO NOT MARK OR WRITE ON IT OR MUTILATE  
IT IN ANY WAY.

Very truly yours,

*Thomas E. Bishop*  
T. E. Bishop, SA

## OFFICE MEMORANDUM

\* UNITED STATES GOVERNMENT

TO : Mr. Nichols

DATE: June 4, 1952

FROM : M. A. Jones

SUBJECT: ANNIVERSARY CARD FOR DIRECTOR  
FROM "THE ELEVATOR OPERATORS"PURPOSE:

To set forth an explanation of why no acknowledgment was made of an anniversary card sent to the Director which was signed "The Elevator Operators."

BACKGROUND:

On May 14, 1952, a card congratulating the Director on his anniversary was received in the Crime Records Section, which was signed "The Elevator Operators," and was routed to SA Thomas E. Bishop. It is to be noted that the envelope had been detached from the card when it was received in the Crime Records Section and it was, accordingly, not possible to determine the city from which it had been mailed.

SA Bishop did not acknowledge this card because it was not possible to determine positively from the card who was the sender; whether it came from the elevator operators in the Department of Justice Building, those in the Identification Building, or those in some other building where the Director is well known, in Washington or some other city. SA Bishop considered the most logical possibility that it was from the operators in the Department of Justice Building, and went so far as to obtain the name of the chief operator, but concluded on further consideration that an acknowledgment should not be sent to him. No action was taken because of Mr. Bishop's desire to avoid any possibility of embarrassment to the Director or the Bureau which could have resulted if open inquiries had been made to ascertain the identity of those who actually sent the card.

It is very much regretted by SA Bishop if his judgment was faulty, and he has assured me that his actions were solely the result of his desire to avoid possible embarrassment to the Director. Tolson's notation: "He should have sought instructions." T

Pursuant to your instructions that inquiries be made to ascertain who sent the card, Mr. Little, Chief Building Custodian, had now made inquiries among the elevator operators in the building and has ascertained that this card was, in fact, sent by Mr. John M. Harron, Chief Elevator Operator of the Department of Justice Building, who acted as the representative of the forty operators in the Building in so doing. In view of the large number

TEB:ma-peg

JUN 13 1952

158



Memo to Mr. Nichols

June 4, 1952

of operators, it is felt advisable that a letter of appreciation should be sent only to him, extending the Director's thanks to him and his associates. Such a letter is attached.

RECOMMENDATION:

It is recommended that the attached letter be sent.

Attachment

Tolson's notation: "This was badly handled by Bishop - A copy of this Memo should be placed in his personnel file." T

Director's notation: "Atrociously handled." H

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

4.17.52

I certify that I have received the following Government property for official use:

~~delivered~~  
INSPECTOR'S MANUAL # 94  
(Issued April 7, 1952)

RETURNED

INSPECTOR'S MANUAL # 109  
(Issued May 21, 1945)

CHECK ONE: Destroyed in Field Office  
Returned to Bureau

FILE

ALPHABETICAL

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE

JUL 2 1952

Very truly yours,

Thomas E. Bishop, SA

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson *✓ m*

FROM : L. B. Nichols

SUBJECT: THOMAS E. BISHOP  
EOD 6/30/41  
Assigned Crime Records  
GS-13, \$8360

DATE: June 2, 1952

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Pursuant to the Director's memorandum of May 20, 1952, regarding Supervisors who should be considered for Assistant Special Agents in Charge, I wish to advise that Agent Bishop definitely has ability and possibilities for advancement in the service. He has had a well rounded experience, both at the Seat of Government and in the Field. He makes an excellent impression, is enthusiastic and gives a creditable account of himself.

I would have no hesitancy in recommending Agent Bishop as an Assistant Agent in Charge.

LBN:MP

RECORDED-67

67-204102-159
Searched .....
Numbered ..... 76
JUN 13 1952
FEDERAL BUREAU OF INVESTIGATION

166  
24 (1952)

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

9-5-52

I certify that I have received the following Government property for official use:  
~~returned~~

New Commission Card with case # 2258

RETURNED

Old Commission Card with case # 2258

READ

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY

SEP 24 1952

FILE

WRG

PER

RECORDED-18

Very truly yours,

Thomas E. Bishop  
Thomas E. Bishop  
Special Agent

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Nichols  
 FROM : M. A. Jones ✓  
 SUBJECT: THOMAS E. BISHOP  
 Special Agent  
 GS-13, \$8360.  
 EOD - June 30, 1941

DATE: July 31, 1952

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Winterrowd \_\_\_\_\_

b6

In view of the resignation of Special Agent [redacted], who presently heads the Correspondence Unit in the Crime Records Section, I wish to advise that, unless advised to the contrary, Special Agent Bishop is being placed in charge of this Unit upon [redacted] departure.

Bishop has been in the Bureau since June 30, 1941, and has been in Crime Records since October 29, 1951. He was assigned to the Seat of Government in the Domestic Intelligence Division back in 1942, and had a brief assignment in the General Investigative Division for a few months prior to coming into Crime Records. He has an outstanding record in the Bureau and a well-rounded experience in the Field and at Headquarters.

Since coming to Crime Records he has been handling correspondence and has done a far above-average job. It is felt that he is the logical man to replace [redacted] and that he can do a most creditable job in running the Correspondence Unit.

b6

It should be noted that at the present time Bishop is the senior correspondence supervisor in the Crime Records Section. His volume of work is above-average and though he has been handling the most special and involved matters for the past several months, his errors of judgment and form have been surprisingly few when the overall volume is considered. Mr. Bishop received a letter of censure on January 25, 1952, in connection with an incorrect salutation on a letter dictated and approved by him. At that time he was very inexperienced with the work in the Section and relied upon the stenographer's accuracy and did not check appropriate records himself.

During June, 1952, Mr. Bishop made an error of judgment in failing to follow through in ascertaining the proper party to whom an acknowledgment should be made in connection with a communication received by the Bureau. He was not censured in this regard, however.

RECORDED-45

67-204108-11620

13 AUG 7 1952

FEDERAL BUREAU OF INVESTIGATION

MAJ:ptm

30 AUG 12 1952

Memo for Mr. Nichols  
RE: Thomas E. Bishop

July 31, 1952

Aside from the above Mr. Bishop's record has been outstanding and, as indicated, has handled a terrific volume of urgent matters in recent months.

A handwritten signature in dark ink, appearing to be "J. Edgar Hoover", is written in the center of the page.

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS  
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

CC-270  
(1-1-50)

NAME BISHOP, Thomas E. AGE 34 YEARS, 11 MONTHS  
NATIVITY (state of birth) Ohio MARRIED, SINGLE, WIDOWED: Married NUMBER OF CHILDREN 2  
FAMILY HISTORY No serious illnesses, etc.

HISTORY OF ILLNESS OR INJURY No serious illnesses-childhood diseases only

HEAD AND FACE N

EYES: PUPILS (size, shape, reaction to light and distance, etc.) N

DISTANT VISION RT. 20/20, corrected to 20/

LT. 20/20, corrected to 20/

COLOR PERCEPTION N (Tsh.)

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS N

EARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 20/20/15'

LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 20/20/15'

DISEASE OR DEFECTS

NOSE N

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES N

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS N

TEETH AND GUMS (disease or anatomical defect):

MISSING TEETH 1, 4, 16, 21, 30, 32

NONVITAL TEETH #8

PERIAPICAL DISEASE Unknown

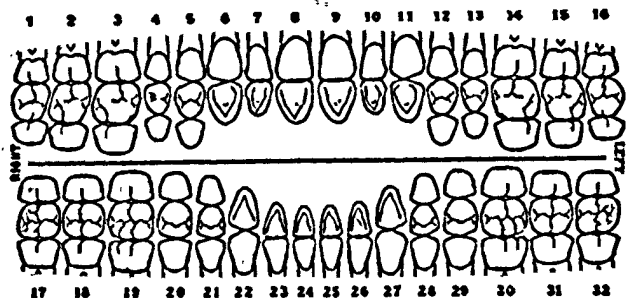
MARKED MALOCCLUSION N

PYORRHEA ALVEOLARIS N

TEETH REPLACED BY BRIDGES N

DENTURES N

REMARKS #32 erupting spaces closed #4 and 28



Cl. 1 HAG

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE Good

TEMPERATURE 98.6

CHEST AT EXPIRATION 35

HEIGHT 5'11 1/2"

CHEST AT INSPIRATION 43 37 1/2

WEIGHT 160

CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 32

RECENT GAIN OR LOSS, AMOUNT AND CAUSE N

SKIN, HAIR, AND GLANDS N

NECK (abnormalities, thyroid gland, trachea, larynx) N

SPINE AND EXTREMITIES (bones, joints, muscles, feet) N

20 AUG 19 1952

Bu. Dent 5-14-52  
Joh/mc

THORAX (size, shape, movement, rib cage, mediastinum) N  
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. \_\_\_\_\_

CARDIO-VASCULAR SYSTEM N  
HEART (note all signs of cardiac involvement) \_\_\_\_\_

PULSE: BEFORE EXERCISE 80 BLOOD PRESSURE: SYSTOLIC 120  
AFTER EXERCISE 100 DIASTOLIC 70  
THREE MINUTES AFTER 80  
CONDITION OF ARTERIES N CHARACTER OF PULSE N  
CONDITION OF VEINS N HEMORRHOIDS N

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) N

GENITO-URINARY SYSTEM  
URINALYSIS: SP. GR. 1.015 ALB. N SUGAR N MICROSCOPICAL N  
VENEREAL DISEASE \_\_\_\_\_

NERVOUS SYSTEM N  
(organic or functional disorders)  
ROMBERG \_\_\_\_\_ INCOORDINATION (gait, speech) N  
REFLEXES, SUPERFICIAL N DEEP (knee, ankle, elbow) \_\_\_\_\_ TREMORS \_\_\_\_\_  
SEROLOGICAL TESTS Neg. BLOOD TYPE "O" /  
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) \_\_\_\_\_

SMALLPOX VACCINATION: DATE OF LAST VACCINATION \_\_\_\_\_  
TYPHOID PROPHYLAXIS: NUMBER OF COURSES \_\_\_\_\_  
DATE OF LAST COURSE \_\_\_\_\_  
REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE \_\_\_\_\_

SUMMARY OF DEFECTS None

CAPABLE OF PERFORMING DUTIES INVOLVING arduous PHYSICAL EXERTION  
IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS  
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS yes (yes or no)  
(when no is given state cause) \_\_\_\_\_

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary) Routine Chest-  
8/6/52-Exam. of chest reveals the lung fields to be clear except for a well-  
healed calcific density superimposed on the right 5th rib posteriorly. The  
remainder of the chest is within normal limits.

DATE OF EXAMINATION 8/6/52  
EMPLOYEE'S INITIALS \_\_\_\_\_

J.B.Brady



September 1952

MEMORANDUM FOR MR. JONES

The following sets forth my connection with the handling of a telegram from Mr. [redacted] dated September 20, 1952;

b6

I was not aware of the existence of this telegram until the afternoon of September 23, 1952, not having seen it when it originally came into the Section. On the afternoon of September 23, 1952, SA Norris told me that he had this telegram for handling and exhibited it to me. I noted that the telegram expressed regards for the Director and Mr. Tolson, and told SA Norris that the sender was therefore evidently a friend of both and that the files on him should be checked carefully. Mr. Norris stated that the files had been called and that there were two references on the name but that they ~~were changed out and were on~~ ~~local~~ did not reflect that there was any friendship or acquaintance with the Director of Mr. Tolson. I therefore suggested an outlined reply to SA Norris. I do not know when SA Norris dictated a reply to the telegram and did not see either the telegram or the acknowledgement again subsequently, until the morning of September 25, 1952, when you asked me to see if ~~it~~ the acknowledgement had gone out. At this time, I made inquiries throughout the Section and located the acknowledgement in the work box of Miss Hill; the acknowledgement had been typed but had an incorrect set-up for the address. This had been caught by Mr. Hickey, the Supervising Steno, who had indicated the correct manner in which the address should be set up and had given it back to Miss Hill for correction.

Although I had little contact with this telegram and just last week, at a conference of Correspondence Supervisors, had emphasized the necessity of promptly handling mail checked out by the Director, this matter was mishandled by the Correspondence Unit, for which I am responsible, and some blame should fall on me.

0  
380  
Thomas E. Bishop  
SA

RECORDED - 45

67-204108-162

Searched .....  
Numbered 61 .....  
Filed .....

8 OCT 9 1952

FEDERAL BUREAU OF INVESTIGATION

85 OCT 10 1952

August 14, 1952

~~PERSONAL AND CONFIDENTIAL~~

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Army Medical Center, Washington, D. C., on August 6, 1952.

This report reflects that you have no disqualifying physical defects.

The Board of Examining Physicians reports that you are capable of performing strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

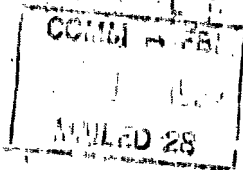
*J. E. Hoover*  
John Edgar Hoover  
Director

CC, Mr. Nichols ( P & C )

JVB/nre

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Alden \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

20 AUG 19 1952



133

October 7, 1952

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

In connection with a telegram which was received by your section from Mr. [REDACTED] on September 22, 1952, it is noted that a reply did not leave the Bureau until September 25. Had you, in your supervisory capacity, recognized the importance of this matter and properly followed to see that it was immediately handled, this delay would not have occurred.

It is your responsibility to make certain that all correspondence handled in your unit receives prompt attention and that matters of importance are handled in the most expeditious manner. You will be expected in the future to devote your personal attention to insure that no such delays as this occur.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

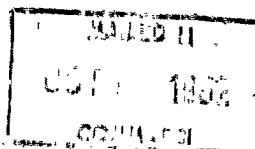
OCT 8 9 55 AM '52

CC: Mr. Nichols (130-1684) (S.O.D.) (130-1684) (S.O.D.)

WST: srm

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

OCT 13 1952



b6

Mr. Nichols

September 25, 1952

M. A. Jones

The following is submitted concerning the handling of the wire dated September 20, 1952, from [redacted] Captain, Commanding Ancient and Honorable Artillery Company of Massachusetts:

b6

PURPOSE:

To explain the delay in the handling of this matter in the Crime Records Section.

This wire dated September 20th was received in the Communications Section at 3:02 a.m. on September 21st. It was checked out of the Director's office at 9:18 a.m. on September 22nd and out of Mr. Tolson's office at 11:11 a.m. on the same date. It went to the Correlation-Liaison Section where it arrived at 12:17 p.m. on the 22nd, and it was received in the Crime Records Section at 3:29 p.m. on September 22nd. It should be noted that a copy of this wire was received in the Crime Records Section shortly before 10:00 a.m. on the morning of September 22nd. No reply had gone out of this Section by September 25th.

STATEMENT OF FACTS:

A copy of this particular wire was, as indicated, received in this Section shortly before 10:00 a.m. on September 22nd. This came to my desk. I did not recognize [redacted] as being a good friend of the Bureau, and I noted that the action requested by [redacted] was ordinarily not that which could be taken by the Bureau since such matters are under the jurisdiction of Customs. My practice is to make a special tickler and set a dead line date on every piece of mail or wire which comes into the Section and which, I feel, should be given very special attention. The significance of this particular wire did not register with me and, accordingly, I did not make a tickler. I routed it, however, to Room 4232, the office of Special Agents H. P. Leinbaugh and G. M. Norris for appropriate handling.

b6

Mr. Norris was on annual leave on the 22nd. Mr. Leinbaugh's clerk, Miss Annie Sue Brumbelow, called files on this wire at 10:35 a.m. on September 22nd. The Service Unit called back at 11:25 a.m. giving two file references, 47-11709-1 and 28-38786.

MAJ:mcg

33 OCT 10 1952

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

Memo to Mr. Nichols

September 25, 1952

Miss Brumbelow promptly requested these files from the Identification Building. On the afternoon of September 22nd, the Filing Unit called back to advise that the files were charged out. The Records Section was requested to put them on locate immediately. On the morning of the 23rd, the Records Section advised the files had not, as yet, been located. However, around noon they said they were charged out to Mr. Norstrom in Room 1521. Shortly thereafter, on the 23rd, the files were brought in to Mr. Leinbaugh's office by a locate clerk.

Mr. Leinbaugh states that he reviewed this piece of mail, knew from his past military experience that a regular military organization would not have to go through Customs, and finding no reference to the fact that [redacted] was a good friend of the Director, Mr. Leinbaugh turned the matter over to Mr. Norris for further checking and handling. Mr. Leinbaugh states that had he had any idea of the significance of this particular wire, he would have handled it personally immediately. b6

Mr. Norris' first contact with this matter was when Mr. Leinbaugh handed him the wire with the files at approximately 2:35 p.m. on the 23rd. He did additional checking to identify Touraine and his organization without any success. He dictated the letter to Miss Joanne A. Hill around 4:45 p.m. on the 23rd. Agent Norris was in Supervisors' School on the 24th. Mr. Norris did not give Miss Hill any special instructions with regard to this wire and left no instructions with Mr. Leinbaugh concerning its handling.

Miss Hill, who has had only about three weeks experience in the Section as a stenographer, transcribed the reply on the morning of September 24th. Mr. Maurice R. Hickey, the Supervising Stenographer, reviews, as a training procedure, the work of the new stenographers. Mr. Hickey reviewed Miss Hill's letter to Mr. [redacted] on the afternoon of September 24th. Noting an error in the letter, he returned it to Miss Hill who rewrote it on the morning of the 25th. It should be noted that neither Mr. Hickey nor Miss Hill was given any instructions as to the urgency of this particular matter. b6

PERSONS RESPONSIBLE:

(1) M. A. Jones - Section Chief

I did not recognize the name of [redacted] as being that of a good friend of the Director or the Bureau. In brief,

Memo to Mr. Nichols

September 25, 1952

I did not comprehend the significance of this particular piece of mail and, accordingly, did not make out a tickler so that I could follow this matter. As indicated, I do make a tickler on everything in the way of correspondence coming into the Section which I think is important. Obviously, I should have given more thought to this matter, either handled it personally or followed it closely so that it could have been gotten out promptly. There is just no excuse for my failure to function properly in this regard.

(2) Thomas E. Bishop - EOD 6-30-41

Mr. Bishop is the head of the Correspondence Unit in the Crime Records Section. He, until over a month ago, was on correspondence himself and has done a far above-average job since he has been in the Section during the past year. It is Mr. Bishop's responsibility to follow the Supervisors, particularly new men, to see if they have any problems and to see that they get their work out as they should. In this particular instance, Mr. Norris checked with Mr. Bishop on this particular matter on the 23rd after the files had been received and reviewed, without any indication that [redacted] was a close friend of the Bureau. While Mr. Bishop did give Mr. Norris several suggestions with regard to how the matter should be handled, he did not follow through to see that the matter got out. It is felt that Mr. Bishop is derelict in this regard.

b6

(3) Harold P. Leinbaugh - EOD 10-20-47

As indicated previously, Mr. Leinbaugh received the incoming communication on the 22nd. His clerk appropriately called files. When Mr. Leinbaugh learned that the files indicated no close connection of [redacted] with the Bureau, he failed to check with me or with the Director's office concerning this matter. Mr. Leinbaugh likewise failed to follow the matter with Mr. Norris to see that this particular wire was answered promptly. It should be noted that Mr. Leinbaugh has had several months experience on correspondence in Crime Records and Mr. Norris has been assigned to work with him for the sake of experience. It is felt that Mr. Leinbaugh was delinquent in not pursuing the matter further and not following it to see that it got out.

(4) Gene M. Norris - EOD 3-31-47

As indicated, Mr. Norris has been in Crime Records for less than a month. His first contact with this particular matter came on the afternoon of the 23rd. Mr. Norris made an additional check,

Memo to Mr. Nichols

September 25, 1952

contacted Agent Bishop, and then dictated what he thought was an adequate reply. He gave no special instructions to the stenographer, however, nor did he leave word with Mr. Leinbaugh or with anyone else to follow this particular matter to see that it got out. It is felt that Mr. Norris was derelict in this connection.

(5) Annie Sue Brumbelow - EOD 1-2-51

Miss Brumbelow, it seems, fulfilled her job properly in this connection. She called files promptly and when she learned that the files were out, she asked that they be located as soon as possible. I don't think she is subject to criticism.

(6) Maurice R. Hickey - EOD 10-11-48

Mr. Hickey, as Supervising Stenographer, has the responsibility of following closely the work of Miss Hill, the stenographer who handled this particular piece of mail. Mr. Hickey was given no special instructions and I don't feel he should be held responsible for the delay which occurred.

(7) Joanne A. Hill - EOD 7-7-52

As indicated previously, this girl is very inexperienced and has been here only approximately three weeks. She was given no special instructions as to the urgency of this particular matter. She had other work which she considered just as important and, accordingly, did not give this particular communication priority. It is not felt that Miss Hill is subject to criticism.

RECOMMENDATION:

In connection with this matter, it is recommended that Messrs. Jones, Bishop, Leinbaugh and Norris receive appropriate letters of censure and that no further action be taken with regard to Misses Hill and Brumbelow and Mr. Hickey.

There are attached memoranda of explanation submitted in connection with this matter from all except Miss Brumbelow. Information on her part of this is included in Mr. Leinbaugh's memorandum.

ADDENDUM - LBN:md 9-25-52

Mr. Jones held a special conference with all correspondence supervisors today pointing out the necessity for promptly handling

correspondence and particularly wires. In addition, I have issued instructions to Mr. Jones that hereafter whenever a wire remains in Crime Records Section over 24 hours, he is to personally bring the wire to my office with an explanation of its not being handled and will see that it is handled properly.

Mr. Jones has orally censured Bishop, Leinbaugh and Norris. I have gone over this matter in no uncertain terms with Mr. Jones and will also make this the subject of my next conference with the supervisors and will personally talk with Bishop, Leinbaugh and Norris.

Under these circumstances, I recommend no further action be taken.

Respectfully,



OFFICE MEMO

UNITED STATES GOVERNMENT

TO : Mr. Nichols

DATE: January 13, 1953

FROM : M. A. JONES

SUBJECT: [REDACTED]

SECRETARY TO ARTHUR VANDENBERG, Jr.

b6

I thought you might like to know that Special Agent Thomas E. Bishop of this Section and his wife are intimately acquainted with Miss [REDACTED] private secretary to Arthur Vandenberg, Jr, who will be, as you know, Administrative Assistant to Eisenhower.

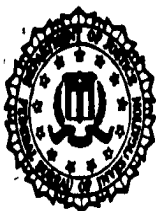
[REDACTED] SA Bishop and his wife became acquainted with Miss [REDACTED] while Agent Bishop was serving in Caracas, Venezuela, in SIS and Bishop's wife was secretary to the American Ambassador in Venezuela. The above is being brought to your attention with the thought that it might be of use to the Bureau.

TEB:mms

RECORDED

67-304118-164
77
JAN 27 1953
FEDERAL BUREAU OF INVESTIGATION

50 JAN 28 1953



UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

3-122

In Reply, Please Refer to  
File No.

WASHINGTON 25, D. C.

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent, of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent. I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name MRS. [REDACTED] BISHOP Relationship WIFE Date 11-20-52  
Address 2603 EVANS DRIVE, SILVER SPRING, MD.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

NAME MRS. [REDACTED] BISHOP Relationship WIFE Date 11-20-52  
Address 2603 EVANS DRIVE, SILVER SPRING, MD.

NOV 21 1952

Very truly yours,

*Thomas E. Bishop*  
Special Agent

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Nichols

FROM : M. A. Jones

SUBJECT: THOMAS E. BISHOP  
Special Agent  
EOD 6-30-41  
GS 13, \$8360

DATE: March 18, 1953

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Your attention is directed to the attached annual efficiency report on the above-mentioned Special Agent assigned to this Section.

Special Agent Bishop has been in Crime Records since October, 1951, and since last July has been serving as head of the Correspondence Unit in this Section. By memorandum of July 31, 1952, I recommended Mr. Bishop's designation as head of this Unit. This memorandum was approved.

Special Agent Bishop has had extensive experience both in the field and at the Seat of Government. Prior to last July he handled one of the correspondence desks in this Section for almost one year and his work was outstanding both from the standpoint of quality and quantity. Bishop has a good personality, a lot of drive and force and is definitely interested in advancement in the Bureau's service. He keeps things running smoothly and gets cooperation from everyone.

Despite the huge volume Mr. Bishop has handled in connection with his correspondence duties, the only criticism of his work was a letter of censure on October 7, 1952, with regard to the failure of one of the Supervisors under his jurisdiction to handle a matter promptly.

RECOMMENDATION:

It is recommended that this Special Agent be promoted to Grade GS 14 when such becomes possible.

MAJ:mcq

RECORDED - 73

67-204108-165

Searched \_\_\_\_\_  
Numbered 64

14 MAR 20 1953

FEDERAL BUREAU OF INVESTIGATION

Wm. E. Glavin  
Re: Bishop  
3/31/53 JWC/BJ  
89 APR 17 1953

1. Agency and organizational designations  
U.S. Department of Justice  
Federal Bureau of Investigation

2. P

3. Block No.

4. Slip No.

17358

5. Employee's name (and social security account number when appropriate)

MR. THOMAS E. BISHOP

SA

6. Grade and Salary

GS 13

\$8360

### PAY ROLL CHANGE DATA

	BASE PAY	OVERTIME		GROSS PAY	RET.	TAX	BOND	F. I. C. A.		NET PAY
7. Previous normal										
8. New normal										
9. Pay this period										

10. Remarks:

11. Appropriation(s)

12. Prepared by

13. Audited by

☒ Periodic step-increase ☐ Pay adjustment ☐ Other step-increase

14. Effective date

15. Date last equivalent increase

16. Old salary rate

17. New salary rate

18. Performance rating is satisfactory or better.

3-29-53

9-30-51

\$8360

\$8560

~~\$8560~~

(Signature or other authentication)

19. LWOP data (Fill in appropriate spaces covering LWOP during following periods):

Period

3 - MAR 18 1953

(Check applicable box in case of excess LWOP)

☐ In pay status at end of waiting period.

☐ In LWOP status at end of waiting period.

JN: dkb Initials of Clerk

☐ No excess LWOP. Total excess LWOP

STANDARD FORM NO. 1126--Revised  
as prescribed by Comp. Gen., U. S.  
8, 1950, General Regulations No. 102

### PAY ROLL CHANGE SLIP--PERSONNEL COPY

**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

Name of Employee: Thomas E. Bishop

Where Assigned: Records and Communications Crime Records  
(Division) (Section, Unit)

Payroll Title: Special Agent, GS 13

Rating Period: from April 1, 1952 to March 31, 1953

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

TEB

Rated by: M. P. Jones Section Chief 3-31-53  
Signature Title Date

Reviewed by: L. B. Nichols Assistant To The Director MAR 31 1953  
Signature Title Date

Rating approved by: W. R. Glavin Assistant Director MAR 26 1953  
Signature Title Date

**TYPE OF REPORT**

(X) Official

(X) Annual

( ) Administrative

( ) 60-day

( ) Transfer

( ) Separation from service

( ) Special

RECORDED - 78

67-204108-166

Classified

Number

14 MAR 20 1953

RECEIVED

Special

39 APR 17 1953

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Thomas E. Bishop Title Special Agent, GS 13  
Rating Period: from 4-1-52 to 3-31-53

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- |  |  |
|--|--|
| <u>+</u> (1) Personal appearance.  | <u>✓</u> (17) Firearms ability.  |
| <u>✓</u> (2) Personality and effectiveness of his personal contacts.   | <u>0</u> (18) Development of informants and sources of information.  |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).   | <u>+</u> (19) Reporting ability:<br><u>0</u> (a) Investigative reports<br><u>0</u> (b) Summary reports<br><u>+</u> (c) Memos, letters, wires<br>(Consider: <u>   </u> conciseness; <u>   </u> clarity; <u>   </u> organization;<br><u>   </u> thoroughness; <u>   </u> accuracy; <u>   </u> adequacy and pertinency of leads; <u>   </u> administrative detail)  |
| <u>+</u> (4) Physical fitness (including health, energy, stamina).   | <u>0</u> (20) Performance as a witness.  |
| <u>+</u> (5) Resourcefulness and ingenuity.  | <u>✓</u> (21) Executive ability:<br><u>   </u> (a) Leadership<br><u>   </u> (b) Ability to handle personnel<br><u>   </u> (c) Planning<br><u>   </u> (d) Making decisions<br><u>   </u> (e) Assignment of work<br><u>   </u> (f) Training subordinates<br><u>   </u> (g) Devising procedures<br><u>   </u> (h) Emotional stability<br><u>   </u> (i) Promoting high morale<br><u>   </u> (j) Getting results |
| <u>+</u> (6) Forcefulness and aggressiveness as required.  | <u>0</u> (22) Ability on raids and dangerous assignments:<br><u>   </u> (a) As leader<br><u>   </u> (b) As participant   |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.  | <u>✓</u> (23) Organizational interest, such as making of suggestions for improvement.  |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.  | <u>+</u> (24) Ability to work under pressure.  |
| <u>+</u> (9) Planning ability and its application to the work.   | <u>   </u> (25) Miscellaneous. Specify and rate:<br><u>   </u><br><u>   </u><br><u>   </u>   |
| <u>✓</u> (10) Accuracy and attention to pertinent detail.  |  |
| <u>+</u> (11) Industry, including energetic consistent application to duties.  |  |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.            |  |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.  |  |
| <u>0</u> (14) Technical or mechanical skills.  |  |
| <u>0</u> (15) Investigative ability and results:<br><u>   </u> (a) Internal security cases<br><u>   </u> (b) Criminal or general investigative cases<br><u>   </u> (c) Fugitive cases<br><u>   </u> (d) Applicant cases<br><u>   </u> (e) Accounting cases |  |
| <u>0</u> (16) Physical surveillance ability.   |  |

- A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Head, correspondence unit, correspondence supervisor.
- B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Handling special correspondence
- C. (1) Is employee available for general assignment wherever needs of service require? yes (If answer is not 'yes', explain in narrative comments.)  
(2) Is employee available for special assignment wherever needs of service require? yes (If answer is not 'yes', explain in narrative comments.)
- D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

March 31, 1953

Re: THOMAS E. BISHOP  
Special Agent  
EOD 6-30-41  
GS 13, \$8360

This Special Agent was in the Crime Records Section during the past year and since August 1, 1952, has been serving as the Head of the Correspondence Unit in Crime Records.

Mr. Bishop presents a favorable personal appearance, is well groomed at all times and has a good personality. He gets along well with other employees and inspires confidence in those working under his supervision. This Special Agent has a lot of force and drive and produces a volume of work which is above average.

Special Agent Bishop is enjoying good health.

During the past year Agent Bishop has made a number of speeches in Washington and vicinity and the response from these was uniformly satisfactory. Prior to his assignment as Head of the Correspondence Unit he handled one of the correspondence desks in Crime Records. This Agent's dictation is entirely satisfactory.

Under date of October 7, 1952, Agent Bishop received a letter of censure in connection with the delay in the handling of a letter by one of the Supervisors in the Correspondence Unit. It should be noted that this was the only incident of its type which occurred during the year involving this Special Agent despite the terrific volume of work which he necessarily handled as a Correspondence Supervisor and as Head of the Correspondence Unit.

Based on this Supervisor's work during the year it is felt that he is entitled to a rating of Satisfactory in Grade GS 13, and that he should be kept in mind for further advancement.

MAJ:mcq

TEB

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

DATE: April 3, 1953

FROM : H. L. Edwards *SE per wst*SUBJECT: THOMAS E. BISHOP  
Special Agent  
Records and Communications Division

RE: REALLOCATION

Special Agent Bishop entered on duty 6-30-41 as an Agent and on 9-30-51 he was reallocated to Grade ~~GS~~-13. On 6-14-51 he was assigned to the Seat of Government as a Supervisor, and he is presently serving in the Crime Records Section of the Records and Communications Division. He is being considered for Grade GS-14 reallocation.

By letter dated 1-25-52 he was CENSURED for using an incorrect salutation in a letter which was dictated by him in reply to a communication received from a Bureau correspondent. It appeared that in this instance he relied on the fact that the mailing list maintained by the Bureau had been checked by another employee and that he did not personally check the appropriate records to determine the correct salutation to be used. Memorandum dated 6-4-52 reflected that on 5-14-52, a card congratulating the Director on his anniversary was received in the Crime Records Section, which was signed "The Elevator Operators," and was routed to Agent Bishop. It was noted that the envelope had been detached from the card when it was received in the Crime Records Section and it was, accordingly, not possible to determine the city from which it had been mailed. Agent Bishop did not acknowledge this card because it was not possible to determine positively from the card who was the sender. SA Bishop considered the most logical possibility that it was from the operators in the Department of Justice Building, and went so far as to obtain the name of the chief operator, but concluded on further consideration that an acknowledgment should not be sent. No action was taken because of Mr. Bishop's desire to avoid any possibility of embarrassment to the Director or the Bureau which could have resulted if open inquiries had been made to ascertain the identity of those who actually sent the card. The Director noted "Atrociously handled."

By letter dated 10-7-52 he was CENSURED in connection with a telegram which was received by his section from Mr. [redacted] on 9-22-52, it being noted that a reply did not leave the Bureau until 9-25-52. Had he, in his supervisory capacity, recognized the importance of this matter and properly followed to see that it was immediately handled, this delay would not have occurred.

On 2-8-52 and 6-2-52 Mr. Nichols submitted his name in connection with the Bureau's Personnel Advancement Program and said he would have no hesitancy in recommending Agent Bishop as an Assistant Agent in Charge.

89 APR 21 1953

FDH/wg

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gandy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

67-204108-167

in connection with a

[redacted]

on 9-22-52, it being noted that a reply did not leave the Bureau until

9-25-52. Had he, in his supervisory capacity, recognized the importance of

this matter and properly followed to see that it was immediately handled,

this delay would not have occurred.

FEDERAL BUREAU OF INVESTIGATION



During March, 1952, his daily average overtime was 2 hours 46 minutes. For August, 1952 his voluntary overtime was 2 hours 19 minutes.

On 8-1-52 he was designated Head of the Correspondence Unit in the Crime Records Section.

On his 1953 Annual Performance Report Mr. Jones rated him SATISFACTORY and said he got along well with other employees and inspired confidence in those working under his supervision. This Special Agent had a lot of force and drive and produced a volume of work which was above average. He enjoyed good health, presented a favorable personal appearance, was well groomed at all times and had a good personality. Based on this Supervisor's work during the year it was felt that he was entitled to a rating of Satisfactory, and that he should be kept in mind for further advancement. In a separate communication Mr. Jones recommended that he be reallocated to Grade GS-14 and added that he had had extensive experience both in the field and at the Seat of Government. Prior to last July he handled one of the correspondence desks in the Crime Records Section for almost one year and his work was outstanding both from the standpoint of quality and quantity. He was definitely interested in advancement in the Bureau's service.

Under present Bureau policy, Special Agents assigned to the Seat of Government are considered for possible reallocation to Grade GS-14 if they are in one of the following categories: (1) Assistants to Section Chiefs; (2) Unit Chiefs; (3) Supervisors in Charge having five or more Agent Supervisors under their supervision; and (4) Special Agent Supervisors presently at the Seat of Government who have been assigned here continuously for five years. With respect to the last category, those agents who have had little or no field assignments prior to their service at the Seat of Government (as in the case of certain agents assigned to the Laboratory) are considered for reallocation to Grade GS-14 when they have had service in Grades GS-12 and GS-13 totaling five years, as well as five years service at the Seat of Government.

It is noted that Agent Bishop is presently serving as Head of the Correspondence Unit in the Crime Records Section and has been serving in that capacity since 8-1-52. He is therefore eligible under present Bureau policy to be considered for reallocation to Grade GS-14.

RECOMMENDATION:

Although he was censured in January, 1952, and October, 1952, in view of his responsibilities as Head of the Correspondence Unit in the Crime Records Section; his otherwise satisfactory record; his fine attitude as reflected by his amount of voluntary overtime and the favorable comments in his 1953 Annual Report, it is recommended that he be reallocated to Grade GS-14, \$9600 per annum, at this time.

PERMANENT BRIEF OF HIS PERSONNEL FILE IS ATTACHED

Reconsidered  
7-10-53  
479.

Jaguel  
Jm  
H/H

Noted  
& will  
follow  
me

# REPORT OF MEDICAL EXAMINATION

1. LAST NAME--FIRST NAME--MIDDLE NAME <b>BISHOP, Thomas Edward</b>		2. GRADE AND COMPONENT OR POSITION <b>CAF-13</b>		3. IDENTIFICATION NO.	
4. HOME ADDRESS (Number, street or R.F.D., city or town, zone and State) <b>2603 Evans Drive, Silver Spring, Md.</b>		5. PURPOSE OF EXAMINATION <b>Physical Check-up</b>		6. DATE OF EXAMINATION <b>4/22/53</b>	
7. SEX <b>Male</b>	8. RACE <b>White</b>	9. TOTAL YRS. GOVT. SERVICE MILITARY <b>11 1/2</b> CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE <b>FBI</b>		11. ORGANIZATION UNIT <b>Crime Records Section</b>
12. DATE OF BIRTH <b>8/18/17</b>		13. PLACE OF BIRTH <b>Cincinnati, Ohio</b>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN <b>Mrs. Bishop-wife, Silver Spring, Md.</b>	
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS			16. OTHER INFORMATION		

17. RATING OR SPECIALTY	TIME IN THIS CAPACITY: TOTAL	LAST SIX MONTHS
NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)		

CLINICAL EVALUATION	
NORMAL	ABNOR- MAL
	(Check each item in appropriate column; enter "N, E." if not evaluated)
	18. HEAD, FACE, NECK, AND SCALP
X	19. NOSE
X	20. SINUSES
X	21. MOUTH AND THROAT
X	22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)
X	23. DRUMS (Perforation)
X	24. EYES—GENERAL (Visual acuity and refraction under items 69, 80, and 81)
X	25. OPHTHALMOSCOPIC
X	26. PUPILS (Equality and reaction)
X	27. OCULAR MOTILITY (Associated parallel movements, nystagmus)
X	28. LUNGS AND CHEST (Include breasts)
X	29. HEART (Thrust, size, rhythm, sounds)
X	30. VASCULAR SYSTEM (Varicosities, etc.)
X	31. ABDOMEN AND VISCERA (Include hernia)
X	32. ANUS AND RECTUM (Hemorrhoids, fistulae) (Prostate if indicated)
X	33. ENDOCRINE SYSTEM
X	34. G-U SYSTEM
X	35. UPPER EXTREMITIES (Strength, range of motion)
X	36. FEET
X	37. LOWER EXTREMITIES (Except feet) (Strength range of motion)
X	38. SPINE, OTHER MUSCULOSKELETAL
X	39. IDENTIFYING BODY MARKS, SCARS, TATTOOS
X	40. SKIN, LYMPHATICS
X	41. NEUROLOGIC (Equilibrium tests under item 70)
X	42. PSYCHIATRIC (Specify any personality deviation)
Females only (Check how done)	
	43. PELVIC <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively) O.—Restorable teeth    X.—Missing teeth    (8 X 8).—Fixed bridge, brackets to include abutments I.—Nonrestorable teeth    XXX.—Replaced by dentures																REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES <b>Calculus med. Space 4 closed Space 28 closed</b>	
R	X	2	3	X	5	6	7	8	9	10	11	12	13	14	15	X	L
I	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	X	I
2041-168																	

45. URINALYSIS: SP. GR. <b>1.012</b>			46. CHEST X-RAY (Place, date, film number, result) <b>Neg.</b>		47. SEROLOGY (Specify test used and result) <b>Neg.</b>	
ALBUMIN <b>N</b>	SUGAR <b>N</b>	MICROSCOPIC <b>N</b>	48. EKG <b>Normal</b>		49. BLOOD TYPE AND RH FACTOR <b>"O"Rh +</b>	
50. OTHER TESTS			51. LABORATORY FINDINGS			

MEASUREMENTS AND OTHER FINDINGS											
51. HEIGHT 5' 11 3/4"		52. WEIGHT 160		53. COLOR HAIR Brown		54. COLOR EYES Blue		55. BUILD. <input type="checkbox"/> SLENDER <input checked="" type="checkbox"/> MEDIUM <input type="checkbox"/> HEAVY <input type="checkbox"/> OBESE		56. TEMP. 97.6	
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)					
SITTING SYS. 122 DIAS. 72		RECUM-BENT SYS. DIAS.		STANDING (3 min.) SYS. DIAS.		SITTING 74		AFTER EXERCISE 104		2 MIN. AFTER 80	
59. DISTANT VISION				60. REFRACTION				61. NEAR VISION			
RIGHT 20/ 25		CORR. TO 20/ 25		BY +2.50 D. S. / 0.21 CX 110		J6		CORR. TO		BY J1	
LEFT 20/ 25		CORR. TO 20/ 15		BY +2.00 D. S. / 0.20 CX 90		J1		CORR. TO		BY J1	
62. HETEROPHORIA: (Specify distance) N ES° EX° R. M. L. M. PRISM DIV. PRISM CONV. PC PD											
63. ACCOMMODATION RIGHT N LEFT N				64. COLOR VISION (Test used and result) Pseudo-Iso. N.				65. DEPTH PERCEPTION (Test used and score) UNCORRECTED CORRECTED			
66. FIELD OF VISION				67. NIGHT VISION (Test used and score)				68. RED LENS		69. INTRAOCULAR TENSION N	
70. HEARING		71. AUDIOMETER								72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)	
RIGHT WY 15 / 15 SV 20 / 20		250 250		500 518		1000 1024		2000 2028		3000 2898	
LEFT WY 15 / 15 SV 20 / 20		RIGHT		LEFT		RIGHT		LEFT		RIGHT	
73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY											

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

77. EXAMINEE (Check)  
☒ IS QUALIFIED FOR Strenuous duty and firearms.  
☐ IS NOT

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

79. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

s/J. A. Roberts

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF ATTACHED SHEETS

May 1, 1953

~~CONFIDENTIAL~~

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Army Medical Center, Washington, D. C., on April 22, 1953.

This report reflects that you have defective vision of 20/25 in both eyes, corrected to 20/15 in the left eye but uncorrected in the right eye. It is requested that you make arrangements to have the necessary correction and immediately advise the Bureau when this has been done.

For your information, the electrocardiogram afforded you was found to be normal.

The Board of Examining Physicians reports that you are capable of strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

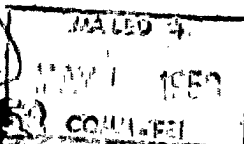
John Edgar Hoover  
Director

CC-Mr. Nichols

WBH:mfc *h/k*

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

89 MAY 3 1953



*Handwritten:* 22  
J. Edgar Hoover

TO : Mr. Toslon

DATE: April 3, 1953

FROM : L. B. Nichols

SUBJECT: SPECIAL AGENT PERSONNEL  
TO BE CONSIDERED FOR  
ADVANCEMENT IN THE SERVICE

In considering the Special Agent personnel assigned to the Records and Communications Division who should be considered for further advancement in the Bureau, I am not setting forth any comments regarding Inspector J. J. McGuire, Special Agents F. E. Crosby and Robert E. Wick of my office or on Unit Chiefs A. E. Leonard of the Statistical Section, M. A. Jones of the Crime Records Section, F. W. Waikart, Supervisor in Charge of the Administrative and Personnel Records Section or on Section Chief W. G. Eames of the Records Section. All of these men have either run field offices or been Assistant Special Agents in Charge or have been operating large sections here at the Seat of Government and their capabilities have been demonstrated.

SPECIAL AGENT PERSONNEL RECOMMENDED FOR ADVANCEMENT NOW:

The following Special Agents are recommended for further advancement in the Bureau's service now and are available for service anywhere:

Special Agent Arthur V. Hart, EOD 11-6-39, GS-13. Mr. Hart makes an excellent personal appearance and has had a great deal of Bureau experience. He has consistently done a better-than-average job and could satisfactorily function as an Assistant Special Agent in Charge of a small office.

Special Agent [REDACTED], EOD 12-16-40, GS-13. He makes an exceptionally good, mature physical appearance, is a hard worker and has excellent perspective and depth of thought. I recommend him for consideration as an ASAC.

Special Agent/Thomas E. Bishop, EOD 6-30-41, GS-13. Mr. Bishop has had wide investigative experience, is energetic and is highly intelligent. His progress at the Seat of Government has been excellent. I believe he is potential SAC caliber. I recommend him for consideration for an ASAC position.

JJM:ptm

Memorandum for Mr. Tolson

RE: SPECIAL AGENT PERSONNEL  
TO BE CONSIDERED FOR  
ADVANCEMENT IN THE SERVICE

Special Agent Edward C. Kemper, EOD 8-25-41, GS-14.  
Mr. Kemper makes an excellent personal appearance, is enthusiastic, has a lot of drive and determination and has matured in Bureau assignments very rapidly. His work has been outstanding. He is definitely SAC caliber. At the present time, in view of the heavy tour season, he is assigned exclusively to the operation of Bureau tours. On a long-range basis, he should become one of the better SACs in due time.

Special Agent L. E. Short, EOD 7-21-47, (Clerk 6-16-41) GS-13. Mr. Short makes an excellent personal appearance and has been doing an outstanding job in the Records Section handling personnel matters. He is loyal, enthusiastic and aggressive. He is definitely SAC caliber. While he is capable now of functioning as an ASAC in the field, his current assignment in the Records Section I believe renders his services more valuable to the Bureau in his current position.

SAC CALIBER BUT NOT IMMEDIATELY AVAILABLE:

Special Agent Dwight J. Dalbey, EOD 12-2-40, GS-13.  
Mr. Dalbey makes an excellent personal appearance, is intelligent and resourceful. I have previously recommended him for ASAC and he is definitely capable of functioning as such, however, Mr. Dalbey is currently endeavoring to adopt a child and in view of legal requirements for residence purposes, he has asked that he be permitted to stay in his current assignment until the adoption technicalities are completed. I will advise the Bureau of Mr. Dalbey's availability for transfer when the adoption matter is clarified.

Special Agent [REDACTED], EOD 8-4-41, GS-14.  
Special Agent Carroll has been one of the best qualified Special Agents we have had in this Division. He does an excellent job on everything he handles and could function as an SAC without any difficulty. Mr. [REDACTED], however, has a large family and his wife's health militates against any move at this time. He is a very definite asset to the Bureau and I feel he is far more valuable in his present assignment than functioning as an ASAC in the field. Because of his definite capabilities, I am listing him since he has all the desirable qualities for an SAC position.

b6

Memorandum for Mr. Tolson

RE: SPECIAL AGENT PERSONNEL  
TO BE CONSIDERED FOR  
ADVANCEMENT IN THE SERVICE

FOR FUTURE LONG-RANGE DEVELOPMENT:

The following Special Agents are recommended on a long-range basis for future development in the Bureau:

Special Agent D. M. Brown, EOD 2-16-42, GS-13. Brown has had long experience in the Bureau. He is in charge of the Correlation Unit in the Records Section and has done an effective job. He is entirely reliable and should continue to develop.

Special Agent F. H. Freund, EOD 4-22-46 (Clerk 7-22-40), GS-12. Mr. Freund is an excellent Agent having a solid background of experience. His work in the Records Section in the Classifying Unit has been outstanding. He has just been with us in this Division about a year and I look forward to Freund becoming one of the outstanding prospects in this Division for long-range development.

Special Agent Donald G. Hanning, EOD 1-6-47, GS-12. Mr. Hanning has just been in this Division for two months. He makes a good personal appearance, has a good record in the field and appears to be making above-average progress. With further experience at the Seat of Government, he should develop rapidly.

Special Agent Harold P. Leinbaugh, EOD 10-20-47, GS-12. Mr. Leinbaugh makes a good personal appearance, is qualified as an Inspector's Aid and his work generally here has been satisfactory. He needs additional supervisory experience, however, I believe on a long-range basis his latent capabilities will be further demonstrated.

Special Agent George M. Peet, EOD 11-3-47 (Clerk 2-9-42), GS-13. Mr. Peet presents a good personal appearance, is enthusiastic and energetic. He should continue to develop with additional Seat of Government experience.

Special Agent [REDACTED] EOD 4-19-48 (Clerk 6-10-40), GS-13. Mr. [REDACTED] makes an outstanding personal appearance and has been doing a highly satisfactory job in the File Review Unit of the Records Section. His development while at the Seat of Government has been most rapid and in due time with more experience, he should be able to function as an ASAC in the field. b6

Memorandum for Mr. Tolson

RE: SPECIAL AGENT PERSONNEL  
TO BE CONSIDERED FOR  
ADVANCEMENT IN THE SERVICE

Special Agent J. B. Engelstad, EOD 1-10-49, (Clerk 8-25-41), GS-12. Mr. Engelstad makes a good personal appearance and has been doing an excellent job in the General Index Unit in the Records Section. He is one of our newer men in that Section and has been developing most satisfactory. His prospects for the future are bright.

Special Agent J. W. Marshall, EOD 7-25-49 (Clerk 7-6-42), GS-12. Mr. Marshall has an excellent potential for developing in the future. He has been very effective in his administrations of the Filing Unit of the Records Section, the largest Unit in the entire Records Section. His development has been rapid and his work in the Filing Unit has been most effective. I look forward to Marshall's rapid rise in the Bureau.

Special Agent Elmer Todd, EOD 12-11-50, GS-10. Mr. Todd makes a very good personal appearance. He has a good background in Bureau work, although he is quite new in this Division and at the Seat of Government. He will need much more supervisory experience here at the Seat of Government, but I feel he will absorb this rapidly and should ultimately build himself an outstanding record.

Special Agent [ ] EOD 1-15-51, GS-10. Mr. [ ] has an excellent background and while he has not had extensive field experience, his progress in the Crime Records Section has been very rapid, probably due to his previous newspaper experience. He will need additional conditioning here at the Seat of Government but he does have the native intelligence, ambition and enthusiasm to carry him along much further in the Bureau. b6

Special Agent George W. Gunn, EOD 2-5-51, GS-10. Mr. Gunn makes a good personal appearance, is extremely persistent and he approaches his work in a dogged, deliberate fashion and while relatively new in the Bureau, his potentialities for ultimate development in the Bureau are very good.

Special Agent James T. Murphy, EOD 3-5-51, GS-10, Special Agent Murphy makes a good personal appearance and does rather well on contact work. He is quite new in the Bureau but has been developing very rapidly. On a long-range basis, some of the rough spots can be smoothed out and I think Murphy's progress ultimately in the Bureau will be highly satisfactory.



Memorandum for Mr. Tolson

RE: SPECIAL AGENT PERSONNEL  
TO BE CONSIDERED FOR  
ADVANCEMENT IN THE SERVICE

SPECIALISTS:

The following list of Special Agents are all doing excellent work in the Records and Communications Division and in view of their particular personal background and capabilities, they are in the nature of specialists whose services are much more important to the Bureau as a whole in their present position than in field assignments:

Special Agent B. M. Suttler, EOD 7-6-36, GS-14.  
Mr. Suttler's experience and background well qualify him for his current assignment where at the Seat of Government to handle special matters in this Division and his qualifications are well known in contact work and representing the Bureau at public gatherings.

Special Agent [REDACTED], EOD 7-28-38, GS-13.  
Mr. [REDACTED] is the Assistant Chief of the Statistical Section. He is primarily a records specialist and as an accountant, his handling of the Uniform Crime Reporting program, the Bureau statistics, cost and production data for the Bureau make him outstanding in this highly specialized field where his services to the Bureau as a whole are best rendered.

b6

Special Agent O. G. Medler, EOD 8-3-31, GS-13.  
Mr. Medler in the Routing Unit of the Records Section is a technician whose assignment to the Records Section places him in a position wherein his services at the Seat of Government serve the best interests of the Bureau.

Special Agent [REDACTED], EOD 11-4-40, GS-13.  
[REDACTED] is an outstanding man in the Records Section and has handled the Classifying Unit in an effective manner. His place is here at the Seat of Government due to an unfortunate casualty in the war [REDACTED] received a shrapnel wound in his eye which detracts from his personal appearance. His development here at the Seat of Government will continue to show favorable progress.

b6

Special Agent Lawrence J. Heim, EOD 8-30-48, GS-12.  
Mr. Heim has had rather good experience, is a hard worker and has shown unusual capabilities in research in the Crime Records Section. He is rather small physically, which detracts from his personal appearance. His research work, however, here at the Seat of Government has been satisfactory.

Memorandum to Mr. Tolson

Special Agent Fern C. Stukenbroeker, EOD 11-16-42, GS-14. Mr. Stukenbroeker is primarily a research man who has a very distinct flair for original writing. His background is particularly good for this type of work. He is intelligent, enthusiastic and has shown great promise as a specialist in this function in the Crime Records Section. His physical appearance is average and I believe in view of the highly specialized qualifications he has for this type of work the Bureau is benefitted most by his assignment here at the Seat of Government.

Prepared by: *nmc*  
Checked by: *J. Edgar Hoover*  
Filed by: *J. Edgar Hoover*

July 8, 1953

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

I am indeed pleased to advise you that you are being promoted from the position of Special Agent, \$8560 per annum in Grade GS 13, to the position of Special Agent, \$9600 per annum in Grade GS 14, effective July 19, 1953.

For your information, this promotion is temporary in accordance with Public Law #843, approved September 27, 1950.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover  
Director

CC: Mr. Nichols (PERSONAL ATTENTION)

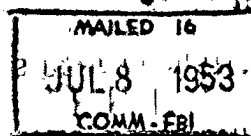
CC: Miss Usilton

CC: Movement Section

JW:nmc  
67-204108

RECORDED-97

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gearty \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Miss Gandy \_\_\_\_\_



67-204108-169  
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SERIALIZED \_\_\_\_\_  
JUL 8 12 49 PM '53  
11 JUL 9 1953  
FEDERAL BUREAU OF INVESTIGATION

RECEIVED  
JUL 8 1 26 PM '53  
U.S. DEPT. OF JUSTICE  
DIRECTOR

17 JUL 10 1953

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

DATE: July 2, 1953

FROM : H. L. Edwards

SUBJECT: THOMAS E. BISHOP

Special Agent

Records and Communications Division

RE: REALLOCATION

Tolson	_____
Ladd	_____
Nichols	_____
Belmont	_____
Clegg	_____
Glavin	_____
Harbo	_____
Rosen	_____
Tracy	_____
Gearty	_____
Mohr	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Sizoo	_____
Miss Gandy	_____

Special Agent Bishop entered on duty 6-30-41 as an Agent and on 9-30-51 he was reallocated to Grade GS-13. On 6-14-51 he was assigned to the Seat of Government as a Supervisor, and he is presently serving in the Crime Records Section of the Records and Communications Division. He is being considered for reallocation to Grade GS-14 inasmuch as he is serving in the capacity of Head of the Correspondence Unit in the Crime Records Section.

By letter dated 11-6-46 he was COMMENDED for the excellent work he performed in connection with the apprehension of Frank Provonska, was; Raymond Perks, was; Unknown Subject, Bank Robbery.

On 3-1-48 his name was submitted as one to be considered on a long range basis for development as a Special Agent in Charge.

On 3-31-50 he was rated EXCELLENT. His daily average overtime for October, 1950 was 1 hour 27 minutes, for November was 1 hour 14 minutes, and for December, 1950 was 1 hour 16 minutes.

On 3-31-51 he was rated in the UPPER limits of SATISFACTORY. On 4-20-51 his name was submitted as one to be considered for development as an administrator or executive in the Bureau.

On 6-14-51 he was transferred to the Investigative Division as a Supervisor. On 10-29-51 he was designated Supervisor in the Records and Communications Division.

RECORDED-97

67-204108-1710

By letter dated 1-25-52 he was CENSURED for using an incorrect salutation in a letter which was dictated by him in reply to a communication received from a Bureau correspondent. It appeared that in this instance he relied on the fact that the mailing list maintained by the Bureau had been checked by another employee and that he did not personally check the appropriate records to determine the correct salutation to be used.

On 2-8-52 his name was submitted for consideration on a long-range basis for development. On 3-31-52 Mr. Jones rated him SATISFACTORY and the accompanying comments indicated that he was an above average agent.

His overtime for March, 1952 was 2 hours 46 minutes per day. Memorandum dated 6-4-52 reflected that on 5-14-52, a card congratulating the

FDH/wg

Director on his anniversary was received in the Crime Records Section, which was signed "The Elevator Operators," and was routed to Agent Bishop. It was noted that the envelope had been detached from the card when it was received in the Crime Records Section and it was, accordingly, not possible to determine the city from which it had been mailed. Agent Bishop did not acknowledge this card because it was not possible to determine positively from the card who was the sender. SA Bishop considered the most logical possibility that it was from the operators in the Department of Justice Building, and went so far as to obtain the name of the chief operator, but concluded on further consideration that an acknowledgment should not be sent. No action was taken because of Mr. Bishop's desire to avoid any possibility of embarrassment to the Director or the Bureau which could have resulted if open inquiries had been made to ascertain the identity of those who actually sent the card. The Director noted "Atrociously handled."

His daily average overtime for August, 1952 was 2 hours 19 minutes. On 6-2-52 Mr. Nichols submitted his name in connection with the Bureau's Personnel Advancement Program and said he would have no hesitancy in recommending Agent Bishop as an Assistant Agent in Charge.

On 8-1-52 he was designated Head of the Correspondence Unit in the Crime Records Section. By letter dated 10-7-52 he was CENSURED in connection with a telegram which was received by his section from Mr. [REDACTED] on 9-22-52, it being noted that a reply did not leave the Bureau until 9-25-52. Had he, in his supervisory capacity, recognized the importance of this matter and properly followed to see that it was immediately handled, this delay would not have occurred. b6

On his 1953 Annual Report Mr. Jones rated him SATISFACTORY and said he got along well with other employees and inspired confidence in those working under his supervision. This Special Agent had a lot of force and drive and produced a volume of work which was above average. He enjoyed good health, presented a favorable personal appearance, was well groomed at all times and had a good personality. Based on this Supervisor's work during the year it was felt that he was entitled to a rating of Satisfactory. In a separate communication Mr. Jones recommended that he be reallocated to Grade GS-14 and added that he had had extensive experience both in the field and at the Seat of Government. On 4-3-53 he was passed over for Grade 14 reallocation to be considered at a later date.

On 4-3-53 his name was again submitted for consideration on a long-range basis for development. His daily average overtime for April, 1953 was 2 hours 13 minutes.

Under present Bureau policy, Special Agents assigned to the Seat of Government are considered for possible reallocation to Grade 14 if they are in one of the following categories; (1) Assistants to Section Chiefs, (2) Unit

Chiefs, (3) Supervisors in Charge having five or more Agent Supervisors under their supervision, and (4) Special Agent Supervisors presently at the Seat of Government who have been assigned here continuously for five years and who have had service in Grades 12 and 13 totaling five years.

It is noted that Agent Bishop is presently serving as Head of the Correspondence Unit in the Crime Records Section and has been serving in that capacity since 8-1-52. He is therefore eligible under present Bureau policy to be considered for reallocation to Grade GS-14.

RECOMMENDATION: Although he was censured in January, 1952, and October, 1952, in view of his responsibilities as Head of the Correspondence Unit in the Crime Records Section; his otherwise satisfactory record; his fine attitude as reflected by his amount of voluntary overtime and the favorable comments in his 1953 annual report, it is recommended that he be reallocated to Grade 14, \$9600 per annum at this time.

Agree 7/7/53

Agree 7/6

A PERMANENT BRIEF OF HIS PERSONNEL FILE IS ATTACHED

for file  
7-8-53  
JH/sk

op  
7-8  
✓

Advice from  
7-8-53  
JH/mc

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Nichols

DATE: July 28, 1953

FROM : M. A. Jones

SUBJECT: SPECIAL AGENT THOMAS E. BISHOP  
CRIME RECORDS SECTIONTolson  
Ladd  
Nichols  
Belmont  
Clegg  
Glavin  
Harbo  
Rosen  
Tracy  
Gearty  
Mohr  
Winterrowd  
Tele. Rm.  
Holloman  
 Sizoo  
Miss Gandy

Bureau letter of May 1, 1953, to the above Agent advised that the physical examination which he had been afforded on April 22, 1953, reflects that he has defective vision of 20/25 in both eyes, corrected to 20/15 in the left eye, but uncorrected in the right eye.

You are advised that Dr. Michael Kennedy, 1835 Eye Street, Northwest, Washington, D. C., has examined the eyes of this Agent and issued a prescription correcting his vision in both eyes to 20/20. New glasses have been obtained by Special Agent Bishop and his eyesight is now corrected to 20/20 in both eyes.

RECOMMENDATION:

It is recommended that this memorandum be forwarded to the Personnel Unit of the Administrative Division for its information.

MAJ:mnf  
TEB*noted  
per my  
mfs.*

RECORDED 159

67-204108-171	
Searched	.....
Numbered	.....
11 AUG 3 1953	
FEDERAL BUREAU OF INVESTIGATION	

126  
8 AUG 5 1953

151 15 15 15 15

July 9, 1953

Mr. Tolson ✓  
Mr. Ladd ✓  
Mr. Nichols ✓  
Mr. Belmont ✓  
Mr. Clegg ✓  
Mr. Glavin ✓  
Mr. Harbo ✓  
Mr. Rosen ✓  
Mr. Tracy ✓  
Mr. Mohr ✓  
Mr. Winterrowd ✓  
Tele. Room ✓  
Mr. Holloman ✓  
Mr. Sizoo ✓  
Miss Gandy ✓

Mr. John Edgar Hoover  
Director  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Hoover:

Thank you very much for your letter of July 8, 1953, advising me that I am being promoted to the position of Special Agent, Grade GS-14, effective July 19, 1953.

While the monetary gain represented by this promotion is most pleasing to me and to my family, I am particularly gratified by the fact that it indicates that my services measure up to the high standards of those of all Bureau employees. I fully realize, of course, that this promotion carries with it the understanding that my responsibilities will be increased and that I must carry out my duties to the very best of my ability. I want to assure you that I will do everything in my power to justify the confidence which you have expressed in me, and that I will attempt to perform my duties in a manner which will reflect credit to the Bureau.

Sincerely yours,

Thomas E. Bishop

Thomas E. Bishop  
Special Agent

55  
JUL 10 1953

NOT RECORDED



U. S. DEPARTMENT OF JUSTICE  
BUREAU OF INVESTIGATION  
WASHINGTON 25, D. C.

FORM APPROVED  
BUDGET BUREAU NO. 50-R064

Prepared by: *rel*  
Checked by: *rel*  
Filed by: *rel*

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.-MISS-MRS.-FIRST-MIDDLE INITIAL-LAST) <b>MR. THOMAS E. BISHOP</b>		2. DATE OF BIRTH <b>8-18-17</b>	3. JOURNAL OR ACTION NO. <b>F.B.I. 27590</b>	4. DATE <b>7-17-53</b>
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>PROMOTION</b>		6. EFFECTIVE DATE <b>7-19-53</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>Schedule A Part 6.108 (E)</b>	
FROM <b>Special Agent</b>		8. POSITION TITLE <b>same</b>		
9. SERVICE, SERIES, SALARY, GRADE <b>GS 13 \$8560 per annum</b>		10. ORGANIZATIONAL DESIGNATIONS	11. HEADQUARTERS	
12. FIELD OR DEPT'L <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		12. FIELD OR DEPT'L <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE NONE WWII OTHER 5-PT. 10-POINT DISAB. OTHER		14. POSITION CLASSIFICATION ACTION NEW VICE I.A. REAL <b>M. Wilson McFarlin prom eff 5-10-53</b>		
15. SEX <b>M</b>	16. RACE	17. APPROPRIATION S. & E., FBI 18. FROM: 19. TO: <b>same</b> APPROVED <i>J. E. Hoover</i> DIRECTOR, F. B. I.	18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>yes</b>	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) 20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:
REMARKS: The provisions of the Universal Military Training and Service Act of 1951 have been complied with. The classification grade of this position is subject to post-audit and correction pursuant to Section 1310 of the Supplemental Appropriation Act, 1952 - Public Law #253, approved 11-1-51. <b>Promotion is temporary in accordance with Public Law #843 approved 10-1-51.</b> Prom. changed to perm. action eff 9-1-54 1953				
SIGNATURE OR OTHER AUTHENTICATION <i>[Signature]</i>				

October 9, 1953

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

The Bureau has noted that you recently reviewed and approved a letter to a prominent member of Congress, although this communication did not contain the salutation which is required by existing Bureau instructions in correspondence to this particular official. Errors of this sort, if not detected, could be a source of extreme embarrassment to the Bureau, and your failure to detect and correct this mistake is a serious reflection on your work performance.

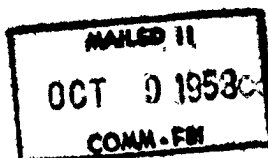
In the future you will be expected to exercise the greatest degree of care in reviewing matters of this nature in order to insure that existing instructions are followed and that you are not again responsible for any similar negligence.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

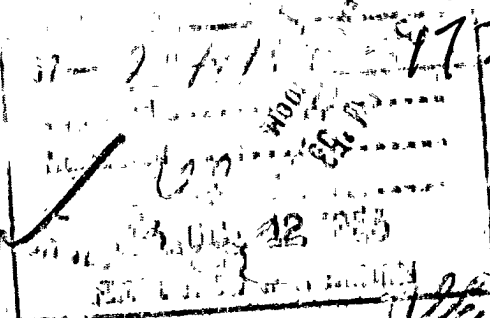
CC: Mr. Nichols (Confidential)



Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gandy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

17 OCT 14 1953

RECEIVED - DIRECTOR  
U.S. DEPT. OF JUSTICE  
OCT 10 1953



December 21, 1953

Personal and Confidential

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

I am taking this means of expressing my sincere appreciation and commendation to you and, through you, to all the other employees involved for the splendid manner in which the recent heavy volume of correspondence in the Crime Records Section was handled.

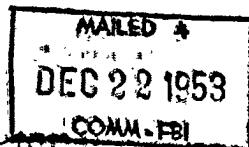
You and the others who worked so diligently during this period deserve special recognition for the unselfish and cooperative attitude all of you displayed in voluntarily working overtime and on week-ends to expedite the processing of the mail. It is my wish that you advise everyone involved that I feel the section did a remarkable job.

Sincerely yours,

cc: Mr. Nichols (PAC), Edgar Hoover

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
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Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

LRH:rk  
67-204108



87-204108

SEARCHED .....  
Numbered .....  
14 030 24 9852

RECEIVED READ FOR FILED - MR. HOVER  
F B I  
U.S. DEPT. OF JUSTICE

CC-5a

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

1-6-54

I certify that I have ~~received~~ the following Government property for official use:  
returned

Key to Room #4228 ✓

FILE

WRG

PER

NOT RECORDED-14

13 READ  
The Government property which you hereby acknowledge  
is charged to you and you are responsible for taking  
care of it and returning it when its use has been  
completed. DO NOT MARK OR WRITE ON IT OR MULTILATE  
IT IN ANY WAY.

Very truly yours,  
Thomas E. Bishop  
Thomas E. Bishop

Mr. Nichols

January 4, 1954

Director, FBI

ADMINISTRATIVE SCHOOL

You should instruct Special Agents Thomas E. Bishop and Edward C. Kemper to report to Room 3231, Department of Justice Building, Ninth and Pennsylvania Avenue, Northwest, Washington, D. C. at 10:00 a.m. Monday, January 11, 1954, for attendance at an Administrative School for a period of eight days.

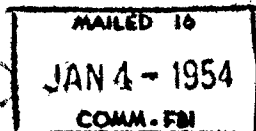
Confirm attendance.

CC - Mr. Clegg (Attention Mr. Gearty)

Movement

DJB:jmd

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gearty \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Miss Gandy \_\_\_\_\_



JAN 4 3 15 PM '54

RECEIVED

RECEIVED

NOT RECORDED

JAN 7 1954

COPY

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : Mr. Nichols

DATE: December 10, 1953

FROM : M. A. Jones

SUBJECT: HANDLING OF LETTER FROM  
MRS. [REDACTED]  
SAN FRANCISCO, CALIFORNIA,  
DATED NOVEMBER 19, 1953

b6

PURPOSE:

*Thomas E. Bishop*

To furnish information requested by Inspector J. E. Edwards on evening of December 9, 1953, concerning delay in handling of letter of above-captioned individual dated November 19, 1953.

SYNOPSIS:

In a very sarcastic letter dated November 19, 1953, Mrs. [REDACTED] was extremely critical of the Director because of his handling of the Harry Dexter White matter. In letter she was alleging that an Agent of the San Francisco Office had at one time attempted to have her sign a statement concerning information she had allegedly furnished concerning Communist activities, but which information was incorrect. Her letter was received at the Bureau on November 24, 1953, at 9:41 a.m., and was routed to offices of various Bureau officials and was serialized before being received in Crime Records Section at 3:42 p.m. on Friday, December 4, 1953. Intervention of week end and necessity for name check and files to be obtained delayed handling of letter in Crime Records Section until December 9. Letter was originally handled by preparation of memorandum recommending no action on December 9, memo being dated December 10. Memorandum was returned to dictating Agent with instructions to revise memorandum and write field for explanation re handling of alleged obtaining of signed statement from Mrs. [REDACTED]. Dictating Agent was attending semi-annual conference when memorandum returned to him and, therefore, unable to revise memorandum on December 9.

b6

RECOMMENDATION:

None. For information.

CEM:mad

T. 1 per W. JNN

67-80004-673

114

NOV 10 1953

Memo to Mr. Nichols

December 10, 1953

DETAILS:

By letter of November 19, 1953, Mrs. [ ] in very dogmatic and sarcastic terms criticized the Director for his participation in the Harry Dexter White matter and indicated she has absolutely no confidence in the FBI. In her letter she mentioned that she had been interviewed by an FBI Agent who desired her to sign a statement concerning some individuals on whom she had previously furnished information to the San Francisco Office concerning Communistic activities. She stated that she refused to sign the statement because some of the information in it could not have been submitted by her. She stated that she thereupon made the Agent rewrite the second page of the statement before signing it.

b6

The chronology of the routing and handling of this letter in the Bureau is as follows:

Received Records Section - 9:41 a.m., November 24, 1953.

Received Director's Office - 10:04 a.m., November 24, 1953.

Received Mr. Tolson's Office - 2:22 p.m., November 24, 1953.

Received Mr. Nichols' Office - 4:13 p.m., November 24, 1953.

Received Mr. Belmont's Office - 6:02 p.m., November 24, 1953.

Received Mr. Rosen's Office - 10:20 a.m., November 25, 1953.

Received by number one man of Investigative Division - 10:36 a.m., November 25, 1953.

Apparently then sent to Records Section for processing and recording because letter was serialized on November 30, 1953.

Received Crime Records Section - 3:42 p.m., December 4, 1953, (Friday).

It should be, therefore, noted that although this letter was received in the Bureau on November 24, 1953, it was not received by the

Memo to Mr. Nichols

December 10, 1953

Crime Records Section until the late afternoon of Friday, December 4, 1953. The delay between November 24, 1953, and the late afternoon of December 4, 1953, is apparently due to routing and to the necessity for having the mail processed and recorded by the Records Section.

Upon being received in the Crime records Section, a name check on Mrs. [ ] was immediately requested on the late afternoon of December 4, 1953, shortly prior to closing time. The results of this name check, furnishing the serial numbers of the files on Mrs. [ ] was received by the Crime Records Section on the morning of December 7, 1953, (Monday). Upon receiving the serial numbers, the files were requested on the morning of December 7, 1953, but all of these files were not received until approximately 5:00 p.m., on December 7, 1953. b6

The letter was being handled by Miss Donna I. Copeland, Crime Records Section who, upon reading it and reviewing the files on Mrs. [ ] on the following day, December 8, 1953, decided that the letter did not require an acknowledgement and could merely be handled by a memorandum suggesting that no acknowledgment be made of the letter. Accordingly, she handled more important mail, requiring acknowledgment, prior to handling Mrs. [ ] letter. Miss Copeland was on sick leave on December 9, 1953, and Special Agent Gordon E. Malmfeldt handled Miss Copeland's work. He dictated a memorandum on Mrs. [ ] letter on December 9, 1953, and the memorandum was submitted to me on the afternoon of December 9, 1953, bearing the date of December 10, 1953. His memorandum recommended that no acknowledgment be made of Mrs. [ ] letter because of its sarcastic tone and critical nature. The memorandum was reviewed in my office by Special Agent Thomas L. Bishop on the afternoon of December 9, 1953. Because of the critical comments it contained concerning the taking of the signed statement from Mrs. [ ] by an Agent of the San Francisco Office, Bishop felt that the matter should not be handled by a memorandum suggesting no further action but that a letter should be sent to the San Francisco Office asking for circumstances surrounding the details of the interview of Mrs. [ ] if any. The memorandum was b6



Memo to Mr. Nichols

December 10, 1953

returned by Bishop to SA Malmfeldt but he was at that time (the afternoon of December 9, 1953,) attending the semi-annual Agents' conference which did not terminate until 5:30 p.m., on that date. It was not possible for him, therefore, to handle the letter until the following day and he, therefore, put it in his workbox on the evening of December 9, 1953, so that he could handle it the first thing on the morning of December 10, 1953. It is to be noted that the letter from Mrs. [redacted] and the memorandum dated December 10, 1953, originally prepared by Malmfeldt was found in his workbox on the evening of December 9, 1953, with a routing slip attached to it from Bishop instructing him as to the new handling.

b6

TO: Mr. Nichols

December 16, 1953

FROM: M. A. Jones

SUBJECT: HANDLING OF CORRESPONDENCE  
IN CRIME RECORDS IN RECENT WEEK

As you are aware, we have had a tremendous influx of correspondence for handling in this section in recent weeks. In the 15-day period subsequent to November 18, 1953, we handled a total of 3,796 pieces of mail requiring action or an average of 253 pieces a day. This is approximately 100 pieces higher per day than average. During this period, without borrowing personnel from any other section, we managed to keep practically current all of the time. It should be borne in mind, too, that on the special mail relating to the Director's testimony it was necessary to do file checks in each instance.

I personally feel that all those connected with correspondence showed an excellent attitude and did an fine job in helping to keep things running smoothly and practically current at all times. Everything was put on a purely voluntary basis, but we had no difficulty at all in having an adequate crew here after working hours each day and also on week ends. Special Agent Thomas E. Bishop is, of course, in charge of correspondence; and I think most of the credit for the smooth way things have been handled should go to him and to the individual employees who so willingly helped out.

RECOMMENDATION:

It is recommended that an appropriate letter be sent to Mr. Bishop and that through him appreciation be expressed to the typists and stenographers who, as a group, so willingly pitched in in connection with this great influx of mail.

MAJ:rm

DEC 23 1953

Mr. Nichols

October 28, 1953

M. A. Jones

GEORGE M. PEET  
Special Agent  
GS-13, #8360  
EOD 2-9-42

In view of the transfer from this section of Special Agent [redacted] to the Buffalo Office as Assistant Special Agent in Charge, we will have an opening in the position of Unit Chief of the Research Unit. b6

It is recommended that Special Agent George M. Peet be designated to head this unit on a trial basis for a period of 90 days and that thereafter a recommendation be made concerning his permanent assignment.

Special Agent Peet has been an Agent since November 3, 1947, and has been in the Crime Records Section since March 24, 1952. He has been in Grade GS-13 since August 31, 1952. Special Agent Peet has a fine appearance, is an excellent public speaker and has had a varied experience in Crime Records. He is exceptionally good as an organizer and, I feel, is well qualified to handle the duties involved in this position.

Special Agents Fern C. Stukenbroeker, Thomas F. Bishop, Dwight J. Dalbey and Bernard M. Suttler have not been considered since they either head a unit at the present time or their work is of such a nature that they should not be given consideration. Mr. Dalbey is to be designated as the head of a new unit presently being set up on a trial basis in Crime Records.

Special Agents Edward P. Brown, Donald O. Hanning, Lawrence J. Hein and Harold P. Leinbaugh entered on duty during 1947 somewhat prior to Agent Peet. None has been in Crime Records as long as Peet however, and it is felt that Peet is better qualified for this particular position from the standpoint of experience in the section than any of the other Agents and should be given preference.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gandy \_\_\_\_\_  
**RECOMMENDATION:**

That Special Agent Peet's designation as head of the Research Unit in Crime Records be approved for a trial period of 90 days and that thereafter a recommendation be made for his permanent assignment in this position.

Personnel file Fern C. Stukenbroeker

DUPLICATE COPY

MAJ:rm



3-122

UNITED STATES DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

In Reply, Please Refer to  
File No.

WASHINGTON 25, D. C.

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent, of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent. I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name [Redacted] Bishop Relationship Wife Date 10/30/53  
Address 2603 EVANS DRIVE, SILVER SPRING, MD.

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty. b6

NAME [Redacted] Bishop Relationship Wife Date 10/30/53  
Address 2603 EVANS DRIVE, SILVER SPRING, MD.

NOV 16 3 1953

3/gbb

Very truly yours,

Thomas E. Bishop  
Special Agent

MR. NICHOLS

October 23, 1953

DIRECTOR, FBI

SA THOMAS E. BISHOP  
IN-SERVICE TRAINING  
10/5/53 - 10/16/53

The above-named Special Agent attended the above General In-Service Training Course at the Seat of Government and attained the following grades:

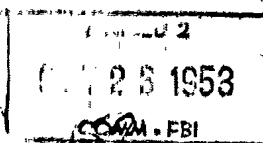
Notebook	VG
Examination	98½
Double Action Course	90
Practical Pistol Course	94
Shotgun (Skeet)	15/25
.30 Rifle	84
Machine Gun	88

The firearms grades with the exception of the Shotgun Skeet Course have been entered on his individual field firearms training record.

cc: SA Thomas E. Bishop  
Records and Communications Division

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Alden \_\_\_\_\_  
Belmont \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

HLS/ksK/8



NOT RECORDED  
K 2

20 OCT 27 1953

*Handwritten signature: J. Edgar Hoover*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Jones

DATE: October 5, 1953

FROM : T. E. Bishop

SUBJECT: PREPARATION OF LETTER TO  
HONORABLE JOSEPH W. MARTIN, JR.,  
MEMBER OF CONGRESS, UNDER DATE OF  
OCTOBER 2, 1953.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Gearty \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

PURPOSE:

To set forth, in response to Mr. Tolson's inquiry, why the writer approved for the Section a letter addressed to Congressman Martin which bore the salutation "My dear Congressman."

The writer recalls initialing this letter. I was not personally aware of the fact that letters to Speaker Martin should bear the salutation "Dear Joe." I initialed it without checking the correctness of the salutation because I relied on the dictator and stenographer being correct in the salutation used. I assure you that I will henceforth keep in mind the proper salutation for letters to Speaker Martin and will not make the same error again.

I suggest ORAL  
Reprimand -

1-ENCL

10/6

I recommend  
a letter of  
censure

10-6

2 year.

TEB:mad

TEB

20 OCT 26 1953

67-204108-1613

Searched \_\_\_\_\_  
Numbered \_\_\_\_\_

12 OCT 13 1953  
FEDERAL BUREAU OF INVESTIGATION

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Nichols *WZ*

DATE: March 31, 1954

FROM : M. A. Jones *MAJ*SUBJECT: THOMAS E. BISHOP  
Special Agent  
EOD 6-30-41  
GS-14, \$9600

Tolson	_____
Ladd	_____
Nichols	_____
Belmont	_____
Clegg	_____
Glavin	_____
Harbo	_____
Rosen	_____
Tracy	_____
Mohr	_____
Trotter	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Miss Gandy	_____

In connection with the attached annual efficiency report on the above-mentioned Special Agent assigned to Crime Records, I definitely feel he should be kept in mind for further advancement, and at the present time he could very capably handle the duties of Special Agent in Charge of one of the smaller offices. This Special Agent has had extensive experience not only in the field but also at the Seat of Government and is well qualified to function in an administrative capacity in the field.

Attachment

MAJ:mcq

*WZ*  
*MAJ*

37-204108-175  
180

30

APR 15 1954

Mr. Nichols

1/21/54

Director, FBI

SA THOMAS E. BISHOP  
SA EDWARD C. KEMPER, JR.  
SPECIAL ADMINISTRATIVE SCHOOL  
1/11-19/54

The above-named Agents were in attendance at the  
Special Administrative School held at the Seat of Government  
1/11-19/54.

GCG:mew  
mk

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Laughlin \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Rm. \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_



18 JAN 22 1954

JAN 21 5 40 PM '54

RECEIVED  
FBI  
JAN 21 1954



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: 1/19/54

FROM : H. H. Clegg

SUBJECT: SPECIAL ADMINISTRATIVE SCHOOL #2

The Special Administrative School was held from  
10 a.m., 1/11/54 to 4:30 p.m., 1/19/54.

The following men were in attendance:

[redacted] (ASAC)	Albany
[redacted] (ASAC)	Domestic Intelligence Div.
Estep, Thomas B. (ASAC)	Buffalo
Fauntleroy, Robert M. (ASAC)	Indianapolis
Talburtt, Orville R. (ASAC)	Knorville
Bock, William K. (ASAC)	Louisville
Torrens, Marion E. (ASAC)	Milwaukee
Miller, Robert B. (ASAC)	New Haven
[redacted] (ASAC)	Omaha
Doyle, Carroll (ASAC)	Philadelphia
Furvis, Joseph D.	Pittsburgh
Bishop, Thomas E.	Savannah
Kemper, Edward C., Jr.	Records & Communications Div.
[redacted]	Records & Communications Div.
Lamphere, Robert J.	Domestic Intelligence Div.
Cole, J. Myers	Domestic Intelligence Div.
Brooking, William Thomas	Investigative Div.
[redacted] (A)	Investigative Div.
	Investigative Div.

b6

cc: Mr. Glavin  
Mr. Mohr  
Mr. H.L. Edwards  
Personnel files of  
above mentioned Agents

GCG:GLC

JAN 21 1954

**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

*Use for*

Name of Employee: Thomas E. Bishop

Where Assigned: Records and Communications Crime Records  
(Division) (Section, Unit)

Payroll Title: Special Agent, GS-14

Rating Period: from April 1, 1953 to March 31, 1954

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

T E B

Rated by: [Signature] Section Chief 3-31-54  
Signature Title Date

Reviewed by: L. B. Nichols Assistant To The Director MAR 31 1954  
Signature Title Date

Rating approved by: [Signature] ASSISTANT DIRECTOR APR 12 1954  
Signature Title Date

TYPE OF REPORT **RECORDED**

(X) Official  
APR 13 1954  
70

( ) Administrative  
( ) 60-day  
( ) Transfer  
( ) Separation from service  
( ) Special  
67-204108-176  
Searched .....  
Indexed ..... 180  
11 APR 2 1954  
FEDERAL BUREAU OF INVESTIGATION

*[Signature]*

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Thomas E. Bishop Title Special Agent, GS-14  
 Rating Period: from 4-1-53 to 3-31-54

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
○ No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out on the reverse of form FD-185.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out on the reverse of form FD-185.

- |   |  |
|---|--|
| <u>+</u> (1) Personal appearance.   | <u>✓</u> (17) Firearms ability.  |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.  | <u>○</u> (18) Development of informants and sources of information.  |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  | <u>+</u> (19) Reporting ability:   |
| <u>+</u> (4) Physical fitness (including health, energy, stamina).  | <u>○</u> (a) Investigative reports   |
| <u>+</u> (5) Resourcefulness and ingenuity.   | <u>○</u> (b) Summary reports   |
| <u>+</u> (6) Forcefulness and aggressiveness as required.   | <u>+</u> (c) Memos, letters, wires   |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.   | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.   | <u>○</u> (20) Performance as a witness.  |
| <u>+</u> (9) Planning ability and its application to the work.  | <u>✓</u> (21) Executive ability:   |
| <u>✓</u> (10) Accuracy and attention to pertinent detail.   | <u>+</u> (a) Leadership  |
| <u>+</u> (11) Industry, including energetic consistent application to duties.   | <u>+</u> (b) Ability to handle personnel   |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (c) Planning  |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.   | <u>+</u> (d) Making decisions  |
| <u>○</u> (14) Technical or mechanical skills.   | <u>+</u> (e) Assignment of work  |
| <u>○</u> (15) Investigative ability and results:  | <u>+</u> (f) Training subordinates   |
| <u>+</u> (a) Internal security cases  | <u>+</u> (g) Devising procedures   |
| <u>+</u> (b) Criminal or general investigative cases  | <u>+</u> (h) Emotional stability   |
| <u>+</u> (c) Fugitive cases   | <u>+</u> (i) Promoting high morale   |
| <u>+</u> (d) Applicant cases  | <u>+</u> (j) Getting results   |
| <u>○</u> (16) Physical surveillance ability.  | <u>○</u> (22) Ability on raids and dangerous assignments:  |
|   | <u>+</u> (a) As leader   |
|   | <u>+</u> (b) As participant  |
|   | <u>✓</u> (23) Organizational interest, such as making of suggestions for improvement.  |
|   | <u>+</u> (24) Ability to work under pressure.  |
|   | <u>+</u> (25) Miscellaneous. Specify and rate:   |
|   | <u>+</u> Dictation ability   |
|   | <u>○</u> Automobile driving ability  |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Lead of correspondence unit

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Research & handling special correspondence

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING :

**SATISFACTORY**

Outstanding, Satisfactory, Unsatisfactory

March 31, 1954

Re: THOMAS E. BISHOP  
Special Agent  
EOD 6-30-41  
GS-14, \$9600

This Special Agent has been in the Crime Records Section for two and a half years. Agent Bishop is tall, has a lot of force and drive and has a good personality.

During the year Special Agent Bishop (continued to have supervision over all the correspondence work in Crime Records. His work in supervising his unit has been above average.) In addition to the work here in the Section, Agent Bishop has handled a number of speaking engagements from which the response was most satisfactory. Agent Bishop attended the special Administrative School in January, 1954.

Special Agent Bishop is in good health and his dictation ability is considerably above average for the supervisors in the Section. He is a qualified Inspector's Aide.

It should be noted that under date of October 8, 1953, Agent Bishop received a letter of censure in connection with an improper salutation which he approved. It should be noted that in this instance he relied upon the accuracy of the dictator and the stenographer and assumed that the salutation was proper. On December 21, 1953, Mr. Bishop was commended on the splendid manner his Correspondence Unit handled a huge influx of correspondence over a period of several weeks.

Based on this Agent's work during the year, I feel he is entitled to a rating of Satisfactory in Grade GS-14.

It is felt that Special Agent Bishop should be kept in mind for further advancement and that he could very capably handle the duties of Special Agent in Charge of one of the smaller offices at the present time.

MAJ:mcq

TSB

MR. TOLSON

12/28/53

J. P. MOHR

ADMINISTRATIVE SCHOOL  
January 11, 1954

A second Administrative School has been set up to convene on January 11, 1954. It is recommended that the following ASACs be designated to attend this school:

[redacted] - Albany  
[redacted] - Buffalo  
Thomas B. Estep - Indianapolis  
Robert M. Fauntleroy - Knoxville  
Orville R. Talburt - Louisville  
William K. Bock - Milwaukee  
Marion E. Torrens - New Haven  
Robert B. Miller - Omaha  
[redacted] - Philadelphia  
Carroll Doyle - Pittsburgh

b6

It is recommended that the following ten Agents who have been recommended for advancement also attend this school:

Joseph D. Purvis - Savannah Division  
Thomas E. Bishop - Records and Communications Division  
William T. Brooking - Investigation Division  
Edward C. Kemper - Records and Communications Division  
[redacted] - Domestic Intelligence Division  
Charles T. Brown - Investigative Division  
[redacted] - Investigative Division  
Robert H. Lamphere - Domestic Intelligence Division  
J. Myers Cole - Domestic Intelligence Division  
[redacted] - Domestic Intelligence Division

b6

In the event you concur, immediate orders will be sent out from the Administrative Division for these Agents to attend the Administrative School in question. This will provide a total complement of twenty for this Administrative School and it is felt this is the maximum number that should attend this school in view of the practical work involved and the desire to keep the group as small and workable as possible.

JPM:DW

O.K.  
H.

JAN 26 1954

115

# REPORT OF MEDICAL EXAMINATION

1. LAST NAME—FIRST NAME—MIDDLE NAME <b>BISHOP, THOMAS EDWARD</b>			2. GRADE AND COMPONENT OR POSITION		3. IDENTIFICATION NO.	
4. HOME ADDRESS (Number, street or R.F.D., city or town, zone and State) <b>2603 Evans Drive, Silver Spring, Md.</b>			5. PURPOSE OF EXAMINATION <b>Annual Exam</b>		6. DATE OF EXAMINATION <b>5-4-54</b>	
7. SEX <b>Male</b>	8. RACE <b>White</b>	9. TOTAL YRS. GOVT. SERVICE MILITARY <b>13</b> CIVILIAN	10. DEPARTMENT, AGENCY, OR SERVICE <b>FBI</b>		11. ORGANIZATION UNIT <b>b6</b>	
12. DATE OF BIRTH <b>8-18-17</b>		13. PLACE OF BIRTH <b>Cincinnati, Ohio</b>		14. NAME, RELATIONSHIP, AND ADDRESS OF NEXT OF KIN <b>2603 Evans Dr. -wife-Silver Springs, Md.</b>		
15. EXAMINING FACILITY OR EXAMINER, AND ADDRESS <b>Walter Reed</b>				16. OTHER INFORMATION		

17. RATING OR SPECIALTY		TIME IN THIS CAPACITY: TOTAL		LAST SIX MONTHS	
CLINICAL EVALUATION		NOTES.—Describe every abnormality in detail. (Enter pertinent item number before each comment; continue in item 73 and use additional sheets if necessary.)			
NORMAL	ABNOR- MAL	(Check each item in appropriate column; enter "N. E." if not evaluated)			
X		18. HEAD, FACE, NECK, AND SCALP			
X		19. NOSE			
X		20. SINUSES			
X		21. MOUTH AND THROAT			
X		22. EARS—GENERAL (Int. & ext. canals) (Auditory acuity under items 70 and 71)			
X		23. DRUMS (Perforation)			
X		24. EYES—GENERAL (Visual acuity and refraction under items 69, 60, and 61)			
X		25. OPHTHALMOSCOPIC			
X		26. PUPILS (Equality and reaction)			
X		27. OCULAR MOTILITY (Associated parallel movements, nystagmus)			
X		28. LUNGS AND CHEST (Include breasts)			
X		29. HEART (Thrust, size, rhythm, sounds)			
X		30. VASCULAR SYSTEM (Varicosities, etc.)			
X		31. ABDOMEN AND VISCERA (Include hernia)			
X		32. ANUS AND RECTUM (Hemorrhoids, fistulas) (Prostate if indicated)			
X		33. ENDOCRINE SYSTEM			
X		34. G-U SYSTEM			
X		35. UPPER EXTREMITIES (Strength, range of motion)			
X		36. FEET			
X		37. LOWER EXTREMITIES (Except feet) (Strength range of motion)			
X		38. SPINE, OTHER MUSCULOSKELETAL			
X		39. IDENTIFYING BODY MARKS, SCARS, TATTOOS			
X		40. SKIN, LYMPHATICS			
X		41. NEUROLOGIC (Equilibrium tests under item 70)			
X		42. PSYCHIATRIC (Specify any personality deviation)			
Females only		(Check how done)			
		43. PELVIC <input type="checkbox"/> VAGINAL <input type="checkbox"/> RECTAL			

44. DENTAL (Place appropriate symbols above or below number of upper and lower teeth, respectively) O.—Restorable teeth    X.—Missing teeth    (X X X)—Fixed bridge, brackets to include abutments I.—Nonrestorable teeth    XXX.—Replaced by dentures																REMARKS AND ADDITIONAL DENTAL DEFECTS AND DISEASES <b>C1 2' Calculus medium</b>																																																																																																						
<table border="0"><tr><td rowspan="2">RIGHT</td><td>X</td><td></td><td></td><td></td><td>sp</td><td>cl</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>X</td></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr><tr><td></td><td>X</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>X</td></tr><tr><td></td><td>32</td><td>31</td><td>30</td><td>29</td><td>28</td><td>27</td><td>26</td><td>25</td><td>24</td><td>23</td><td>22</td><td>21</td><td>20</td><td>19</td><td>18</td><td>17</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>X</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>X</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>sp</td><td>cl</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																RIGHT	X				sp	cl										X	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16		X															X		32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17						X											X						sp	cl											<b>67-204108-177</b> <b>RIA. R. B.</b>	
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45. URINALYSIS: SP. GR. <b>1.005</b>			46. CHEST X-RAY (Place, date, film number, result) <b>Negative</b>		47. SEROLOGY (Specify test used and result) <b>Kahn Neg 1954</b>	
ALBUMIN <b>Neg</b>	SUGAR <b>Neg</b>	MICROSCOPIC <b>Neg</b>				
48. EKG <b>ECG-normal</b>		49. BLOOD TYPE AND RH FACTOR <b>105A Positive</b>	50. OTHER TESTS			

Entered on card 5-25-54 WBA/aya

TEB

MAY 28 1954

## MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT 71 3/4"		52. WEIGHT 170		53. COLOR HAIR Brown		54. COLOR EYES Blue		55. BUILD: SLENDER <input type="checkbox"/> MEDIUM <input checked="" type="checkbox"/> HEAVY <input type="checkbox"/> OBSE <input type="checkbox"/>		56. TEMP. 98																						
57. BLOOD PRESSURE (Arm at heart level)						58. PULSE (Arm at heart level)																										
SITTING SYS. 106 DIAS. 64		RECUM- BENT SYS. DIAS.		STANDING (3 min.) SYS. DIAS.		SITTING 74		AFTER EXERCISE		2 MIN. AFTER																						
59. DISTANT VISION		60. REFRACTION		61. NEAR VISION																												
RIGHT 20/ 20 CORR. TO 20/		BY 2.75 S -0.25 CX 15		J-9 CORR. TO J-1 BY																												
LEFT 20/ 20 1/3 CORR. TO 20/		BY 2.50 S -0.75 CX 180		J-2 CORR. TO J-1 BY																												
62. METEOPHORIA: (Specify distance) ES° EX° R. M. L. M. PRISM DIV. PRISM CONV. PC PD																																
63. ACCOMMODATION RIGHT N LEFT N				64. COLOR VISION (Test used and result) Normal (Ish)				65. DEPTH PERCEPTION (Test used and score) UNCORRECTED CORRECTED																								
66. FIELD OF VISION N				67. NIGHT VISION (Test used and score)				68. RED LENS																								
69. INTRAOCULAR TENSION																																
70. HEARING		71. AUDIOMETER								72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)																						
RIGHT WY 15 7/15 SV 20 /15		<table border="1"> <tr> <td>250 800</td> <td>500 819</td> <td>1000 1084</td> <td>2000 2045</td> <td>3000 2896</td> <td>4000 4096</td> <td>8000 8199</td> </tr> <tr> <td>RIGHT 20</td> <td>20</td> <td>20</td> <td>20</td> <td>20</td> <td>30</td> <td>30</td> </tr> <tr> <td>LEFT WY 15 7/15 SV 20 /15</td> <td>30</td> <td>20</td> <td>20</td> <td>20</td> <td>15</td> <td>25</td> </tr> </table>								250 800	500 819	1000 1084	2000 2045	3000 2896	4000 4096	8000 8199	RIGHT 20	20	20	20	20	30	30	LEFT WY 15 7/15 SV 20 /15	30	20	20	20	15	25		
250 800	500 819	1000 1084	2000 2045	3000 2896	4000 4096	8000 8199																										
RIGHT 20	20	20	20	20	30	30																										
LEFT WY 15 7/15 SV 20 /15	30	20	20	20	15	25																										

73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

75. RECOMMENDATIONS—FURTHER SPECIALIST EXAMINATIONS INDICATED (Specify)

76. PHYSICAL PROFILE

P	U	L	M	E	S
1	1	1	1	1	1

77. EXAMINEE (Check)

☒ IS☐ IS NOT

QUALIFIED FOR strenuous physical exertion and use of firearms.

PHYSICAL CATEGORY

78. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

A	B	C	D
X			

79. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

s/ J. E. Bryant, Jr.

80. TYPED OR PRINTED NAME OF PHYSICIAN

SIGNATURE

81. TYPED OR PRINTED NAME OF DENTIST OR PHYSICIAN (Indicate which)

SIGNATURE

82. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

NUMBER OF AT-  
TACHED SHEETS

ATTACHMENT TO STANDARD FORM 88  
(Revised July 21, 1952)

Report of Medical Examination

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

The following portions of the attached examination report form need not be completed:

2	67
3	68
11	69
14	71 (unless other
17	examination indi-
62	cates desirable)
65	72

Item 48, the electrocardiogram, is not required unless the examinee is over 35 years of age or unless other examination indicates such is desirable.

If the examinee is an applicant, the Chest X ray and blood type and Rh factor (Items 46 and 49) are not necessary unless the facilities for affording same are readily available to the examiner.

FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS OR EMPLOYEES:

The medical examiner should answer the following question:

Examinee is qualified for strenuous physical  
(is or is not)  
exertion. (Designate which)

FOR ALL MALE EMPLOYEES OR APPLICANTS:

The medical examiner is requested to answer the following:

Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

No  
If answer is "yes" please specify.

IT IS ESSENTIAL THAT ALL STATEMENTS IN ITEMS 59, 61, 64 AND 70 PERTAINING TO VISUAL ACUITY, COLOR VISION AND HEARING BE COMPLETED IN DETAIL.

[Signature]  
(Signature of Medical Examiner)

12 May 54  
(Date)

67-204108-177

ENCLOSURE

TEB



CERTIFICATE

D

THOMAS E. BISHOP  
Name (Please type or print)

Records AND Communications Div.  
Office or Division

1. Are you now or have you ever been a member of, contributed to, affiliated or associated with, any organization listed on the attachment to this certificate?

no  
Answer "Yes" or "No"

2. If your answer is "Yes" state the name of the organization, dates of membership and extent of participation. An explanation regarding membership in any of these organizations may be attached hereto on a separate sheet of paper, if you desire to explain the circumstances of your membership.

<u>Name</u>	<u>Address</u>	<u>From</u>	<u>To</u>	<u>Office Held</u>
-------------	----------------	-------------	-----------	--------------------

CERTIFICATION

I hereby certify that the above information is correct and complete to the best of my knowledge and belief. I make this statement with the understanding that it will be used by the Department of Justice in carrying out the provisions of Executive Order 10450 and with knowledge that any false statement or omission of material fact may be sufficient cause for my dismissal or rejection of my application, and, further, may be cause for punishment as a violation of law including Section 1001, Title 18, U. S. Code.

April 9, 1954  
(Date) APR 20 1954

Thomas E. Bishop  
(Usual Signature)

Attachment

STANDARD FORM 64

March 23, 1954

ORGANIZATIONS DESIGNATED BY THE ATTORNEY GENERAL OF THE  
UNITED STATES PURSUANT TO EXECUTIVE ORDER 10450.

Abraham Lincoln Brigade  
Abraham Lincoln School, Chicago, Illinois  
Action Committee to Free Spain Now  
Alabama People's Educational Association (See Communist  
Political Association)  
American Association for Reconstruction in Yugoslavia, Inc.  
American Branch of the Federation of Greek Maritime Unions  
American Christian Nationalist Party  
American Committee for European Workers' Relief (See Socialist  
American Committee for Protection of Foreign Born Workers Party)  
American Committee for the Settlement of Jews in Birobidjan, Ind.  
American Committee for Spanish Freedom  
American Committee to Survey Labor Conditions in Europe  
American Committee for Yugoslav Relief, Inc.  
American Council for a Democratic Greece, formerly known as  
the Greek American Council; Greek American Committee  
for National Unity  
American Council on Soviet Relations  
American Croatian Congress  
American Jewish Labor Council  
American League Against War and Fascism  
American League for Peace and Democracy  
American Lithuanian Workers Literary Association (also known  
as Amerikos Lietuviu Darbininku Literaturos Draugija)  
American National Labor Party  
American National Socialist League  
American National Socialist Party  
American Nationalist Party  
American Patriots, Inc.  
American Peace Crusade  
American Peace Mobilization  
American Poles for Peace  
American Polish League  
American Polish Labor Council  
American Rescue Ship Mission (a project of the United  
American Spanish Aid Committee)  
American-Russian Fraternal Society  
American Russian Institute, New York, also known as the  
American Russian Institute for Cultural Relations with  
the Soviet Union  
American Russian Institute, Philadelphia  
American Russian Institute of San Francisco  
American Russian Institute of Southern California, Los Angeles

American Slav Congress  
 American Women for Peace  
 American Youth Congress  
 American Youth for Democracy  
 Armenian Progressive League of America  
 Associated Klans of America  
 Association of Georgia Klans  
 Association of German Nationals (Reichsdeutsche Vereinigung)  
 Association of Lithuanian Workers  
 (also known as Lietuviu Darbininku Susivienijimas)  
 Ausland-Organization der NSDAP, Overseas Branch of Nazi Party  
 Baltimore Forum  
 Black Dragon Society  
 Boston School for Marxist Studies, Boston, Massachusetts  
 Bulgarian American People's League of the United States of America  
 Bridges-Robertson-Schmidt Defense Committee  
 California Emergency Defense Committee  
 California Labor School, Inc., 321 Divisadero Street,  
 San Francisco, California  
 Carpatho-Russian People's Society  
 Central Council of American Women of Croatian Descent,  
 Also known as Central Council of American Croatian Women,  
 National Council of Croatian Women  
 Central Japanese Association (Beikoku Chuo Nipponjin Kai)  
 Central Japanese Association of Southern California  
 Central Organization of the German-American National  
 Alliance (Deutsche-Amerikanische Einheitsfront)  
 Cervantes Fraternal Society  
 China Welfare Appeal, Inc.  
 Chopin Cultural Center  
 Citizens Committee to Free Earl Browder  
 Citizens Committee for Harry Bridges  
 Citizens Committee of the Upper West Side (New York City)  
 Citizens Emergency Defense Conference  
 Citizens Protective League  
 Civil Rights Congress and its affiliated organizations,  
 including:  
     Civil Rights Congress for Texas  
     Veterans Against Discrimination of Civil Rights  
     Congress of New York  
 Columbians  
 Comité Coordinador Pro Republica Espanola  
 Committee to Aid the Fighting South  
 Committee for Constitutional and Political Freedom  
 Committee to Defend Marie Richardson  
 Committee for the Defense of the Pittsburgh Six  
 Committee for a Democratic Far Eastern Policy  
 Committee for Nationalist Action  
 Committee for the Negro in the Arts  
 Committee for Peace and Brotherhood Festival in Philadelphia  
 Committee for the Protection of the Bill of Rights  
 Committee to Uphold the Bill of Rights

Veterans Against Discrimination of Civil Rights Congress  
 of New York (See Civil Rights Congress)  
 Virginia League for People's Education (See Communist  
 Political Association)  
 Voice of Freedom Committee  
 Walt Whitman School of Social Science, Newark, New Jersey  
 Washington Bookshop Association  
 Washington Committee to Defend the Bill of Rights  
 Washington Committee for Democratic Action  
 Washington Commonwealth Federation  
 Washington Pension Union  
 Wisconsin Conference on Social Legislation  
 Workers Alliance (since April 1936)  
 Workers Party, including Socialist Youth League  
 Yiddisher Kultur Farband  
 Young Communist League  
 Yugoslav-American Cooperative Home, Inc.  
 Yugoslav Seamen's Club, Inc.

Polonia Society of the IWO  
 Progressive German-Americans, also known as Progressive  
 German-Americans of Chicago  
 Proletarian Party of America  
 Protestant War Veterans of the United States, Inc.  
 Provisional Committee of Citizens for Peace, Southwest Area  
 Puertorriquenos Unidos (Puerto Ricans United)  
 Quad City Committee for Peace  
 Revolutionary Workers League  
 Romanian-American Fraternal Society  
 Russian American Society, Inc.  
 Sakura Kai (Patriotic Society, or Cherry Association--  
 composed of veterans of Russo-Japanese War)  
 Samuel Adams School, Boston, Massachusetts  
 Santa Barbara Peace Forum  
 Schappes Defense Committee  
 Schneiderman-Darcy Defense Committee  
 School of Jewish Studies, New York City  
 Seattle Labor School, Seattle, Washington  
 Serbian-American Fraternal Society  
 Serbian Vidoudan Council  
 Shinto Temples  
 Silver Shirt Legion of America  
 Slavic Council of Southern California  
 Slovak Workers Society  
 Slovenian-American National Council  
 Socialist Workers Party, including American Committee  
 for European Workers' Relief  
 Socialist Youth League  
 Sokoku Kai (Fatherland Society)  
 Southern Negro Youth Congress  
 Suiko Sha (Reserve Officers Association, Los Angeles)  
 Tom Paine School of Social Science, Philadelphia, Pennsylvania  
 Tom Paine School of Westchester, New York  
 Tri-State Negro Trade Union Council  
 Ukrainian-American Fraternal Union  
 Union of American Croats  
 Union of New York Veterans  
 United American Spanish Aid Committee  
 United Committee of Jewish Societies and Landsmanschaft  
 Federations, also known as Coordination Committee of  
 Jewish Landsmanschaften and Fraternal Organizations  
 United Committee of South Slavic Americans  
 United Harlem Tenants and Consumers Organization  
 United May Day Committee  
 United Negro and Allied Veterans of America  
 Veterans of the Abraham Lincoln Brigade

Committee for World Youth Friendship and Cultural Exchange  
 Commonwealth College, Mena, Arkansas  
 Communist Party, U. S. A., its subdivisions, subsidiaries  
 and affiliates.  
 Communist Political Association, its subdivisions, subsidiaries  
 and affiliates, including:  
 Alabama People's Educational Association  
 Florida Press and Educational League  
 Oklahoma League for Political Education  
 People's Educational and Press Association of Texas  
 Virginia League for People's Education  
 Congress of American Revolutionary Writers  
 Congress of American Women  
 Connecticut Committee to Aid Victims of the Smith Act  
 Connecticut State Youth Conference  
 Council on African Affairs  
 Council of Greek Americans  
 Council for Jobs, Relief and Housing  
 Council for Pan-American Democracy  
 Croatian Benevolent Fraternity  
 Dai Nippon Butoku Kai (Military Virtue Society of Japan  
 or Military Art Society of Japan)  
 Daily Worker Press Club  
 Daniels Defense Committee  
 Dante Alighieri Society (between 1935 and 1940)  
 Dennis Defense Committee  
 Detroit Youth Assembly  
 Emergency Conference to Save Spanish Refugees (founding  
 body of the North American Spanish Aid Committee)  
 Families of the Baltimore Smith Act Victims  
 Families of the Smith Act Victims  
 Federation of Italian War Veterans in the U. S. A., Inc.  
 (Associazione Nazionale Combattenti Italiani,  
 Federazione degli Stati Uniti d'America)  
 Finnish-American Mutual Aid Society  
 Florida Press and Educational League (See Communist  
 Political Association)  
 Frederick Douglass Educational Center  
 Freedom Stage, Inc.  
 Friends of the New Germany (Freunde des Neuen Deutschlands)  
 Friends of the Soviet Union  
 Garibaldi American Fraternal Society  
 George Washington Carver School, New York City  
 German-American Bund (Amerikadeutscher Volksbund)  
 German-American Republican League  
 German-American Vocational League (Deutsche-Amerikanische  
 Berufsgemeinschaft)  
 Harlem Trade Union Council  
 Hawaii Civil Liberties Committee

Heimuska Kai, also known as Nokubei Heieki Gimusha Kai,  
 Zaibei Nihonjin, Heiyaku Gimusha Kai, and Zaibei Heimusha  
 Kai (Japanese residing in America Military Conscripts  
 Association)  
 Hellenic-American Brotherhood  
 Hinode Kai (Imperial Japanese Reservists)  
 Hinomaru Kai (Rising Sun Flag Society -- a group of Japanese  
 War Veterans)  
 Hokubei Zaigo Shoke Dan (North American Reserve Officers  
 Association)  
 Hollywood Writers Mobilization for Defense  
 Hungarian-American Council for Democracy  
 Hungarian Brotherhood  
 Independent Socialist League  
 Industrial Workers of the World  
 International Labor Defense  
 International Workers Order, its subdivisions, subsidiaries  
 and affiliates  
 Japanese Association of America  
 Japanese Overseas Central Society (Kaigai Dobo Chuo Kai)  
 Japanese Overseas Convention, Tokyo, Japan, 1940  
 Japanese Protective Association (Recruiting Organization)  
 Jefferson School of Social Science, New York City  
 Jewish Culture Society  
 Jewish People's Committee  
 Jewish People's Fraternal Order  
 Jikyoku Iinkai (The Committee for the Crisis)  
 Joint Anti-Fascist Refugee Committee  
 Joint Council of Progressive Italian-Americans, Inc.  
 Joseph Weydemeyer School of Social Science, St. Louis,  
 Missouri  
 Kibei Seinen Kai (Association of U. S. Citizens of Japanese  
 Ancestry who have returned to America after studying in Japan)  
 Knights of the White Camellia  
 Ku Klux Klan  
 Kyffhaeuser, also known as Kyffhaeuser League (Kyffhaeuser  
 Bund), Kyffhaeuser Fellowship (Kyffhaeuser Kameradschaft)  
 Kyffhaeuser War Relief (Kyffhaeuser Kriegshilfswerk)  
 Labor Council for Negro Rights  
 Labor Research Association, Inc.  
 Labor Youth League  
 League of American Writers  
 Lictor Society (Italian Black Shirts)  
 Macedonian-American People's League  
 Mario Morgantini Circle  
 Maritime Labor Committee to Defend Al Lannon  
 Massachusetts Minute Women for Peace  
 Maurice Braverman Defense Committee

Michigan Civil Rights Federation  
 Michigan School of Social Science  
 Nanka Teikoku Ganyudan (Imperial Military Friends Group  
 or Southern California War Veterans)  
 National Association of Mexican Americans (also known as  
 Asociacion Nacional Mexico-Americana)  
 National Blue Star Mothers of America (not to be confused with  
 the Blue Star Mothers of America organized in February 1942)  
 National Committee for the Defense of Political Prisoners  
 National Committee for Freedom of the Press  
 National Committee to Win the Peace  
 National Conference on American Policy in China and the  
 Far East (a conference called by the Committee for a  
 Democratic Far Eastern Policy)  
 National Council of Americans of Croatian Descent  
 National Council of American-Soviet Friendship  
 National Federation for Constitutional Liberties  
 National Labor Conference for Peace  
 National Negro Congress  
 National Negro Labor Council  
 Nationalist Action League  
 Nationalist Party of Puerto Rico  
 Nature Friends of America (since 1935)  
 Negro Labor Victory Committee  
 New Committee for Publications  
 Nichibei Kogyo Kaisha (The Great Fujii Theatre)  
 North American Committee to Aid Spanish Democracy  
 North American Spanish Aid Committee  
 North Philadelphia Forum  
 Northwest Japanese Association  
 Ohio School of Social Sciences  
 Oklahoma Committee to Defend Political Prisoners  
 Oklahoma League for Political Education (See Communist  
 Political Association)  
 Original Southern Klans, Incorporated  
 Pacific Northwest Labor School, Seattle, Washington  
 Palo Alto Peace Club  
 Partido del Pueblo of Panama (operating in the Canal Zone)  
 Peace Information Center  
 Peace Movement of Ethiopia  
 People's Drama, Inc.  
 People's Educational Association (Incorporated under name  
 Los Angeles Educational Association, Inc.), also known as  
 People's Educational Center, People's University,  
 People's School  
 People's Educational and Press Association of Texas  
 People's Institute of Applied Religion  
 People's Radio Foundation, Inc.  
 Philadelphia Labor Committee for Negro Rights  
 Philadelphia School of Social Science and Art  
 Photo League (New York City)  
 Political Prisoners' Welfare Committee

June 7, 1954

Personal and Confidential

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

I am taking this opportunity to commend you for your excellent services in the expeditious handling of the very heavy volume of correspondence received in the Crime Records Section during the month of May.

It is gratifying for me to be able to rely upon employees such as you to smoothly and efficiently carry on a particular phase of the work in a section regardless of the unusually heavy burden which may from time to time be imposed. I want you to know I am most appreciative of the splendid job you did.

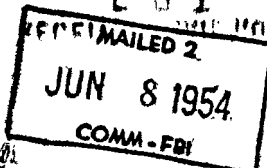
Sincerely yours,

J. Edgar Hoover

cc: Mr. Nichols (Personal Attention)

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Glavin \_\_\_\_\_  
Harbo \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
Tracy \_\_\_\_\_  
Mohr \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

LRH:tjh  
67-204108



67-204108-178

Searched	.....
Numbered	.....
INDEXED	.....
FILED	.....

JUN 11 1954  
FBI - NEW YORK

RECEIVED DIRECTOR  
FBI  
U.S. DEPT. OF JUSTICE  
JUN 7 8 08 PM '54

RECEIVED  
JUN 7 4 30 PM '54

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Nichols

DATE: November 22,  
1954

FROM : M. A. Jones

SUBJECT: SPECIAL AGENT THOMAS E. BISHOP  
GS-14, \$9,600  
EOD 6/30/41

Tolson	_____
Boardman	_____
Nichols	_____
Belmont	_____
Harbo	_____
Mohr	_____
Parsons	_____
Rosen	_____
Tamm	_____
Sizoo	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

*Vaughan*

You are advised that a five-pound, seven-ounce baby boy was born to Mrs. Bishop at 1:30 p.m., [REDACTED] While Mrs. Bishop is doing fine, the baby at first report was in a rather precarious situation. It is premature and has been experiencing several other difficulties. I checked with Agent Bishop last night, however, and he reported that the baby is now doing much better and the doctors feel that it will survive.

b6

RECOMMENDATION:

That this matter be referred to the Administrative Division so that an appropriate note can be sent.

MAJ:rcw  
(2)

RECORDED

67-4108-179

Searched

13 NOV 23 1954

FBI - BOSTON

*File  
Left Long  
11/21/54  
C. J. G.*

*THOMAS*

# FIELD FIREARMS TRAINING RECORD

SPECIAL AGENT

Bishop, T. E.

FD-40  
3-25-47

OFFICE	MO. YR.	HS	PPC	SG	.30	MG	GAS	RD	M PP	QUALI- FIED
	6 51	160	95			88				
			90							
	7 51	96	96			84				
	8 51	98	96	100						
	9 51				94	85				
	4 52				85	92				
	5 52	82	94			78				
	6 52	96	93	100						✓
	7 52	88	96			88				
	8 52	90	96							
	12 52								✓	
	3 53								✓	
	4 53								✓	
	5 53	82	93			84				
	6 53	96	100							
	6 53	78	96	100	86	90				✓
	7 53	96	95			92				
In Service	10 53	90	94	100	84	88				
	1 54								✓	
	3 54								✓	
	4 54	96	97			90				
	6 54			100	80	84				
	5 54									
	4 54	90	86							
	7 54	92	94	20		96				✓

18 OCT 29 1954

RECORDED

File 4



June 4, 1954

Miss Mary Melcher  
Corresponding Secretary  
Newman Club  
University of Maryland  
College Park, Maryland

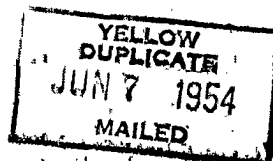
Dear Miss Melcher:

Special Agent Thomas E. Bishop has brought to my attention your letter of May 24, 1954, and we deeply appreciate your kindness in writing concerning his appearance on May 9, 1954, at the Communion Breakfast of the Newman Club.

I was happy to learn that Mr. Bishop's talk was so well received. I know that he was glad to have this opportunity to speak to the group.

Sincerely yours,

✓ - Personnel File of Thomas E. Bishop, with copy of incoming



89 JUN 24 1954

RECEIVED DIRECTOR  
JUN 7 4 46 PM '54  
U.S. DEPT. OF JUSTICE

NOT RECORDED-1

NEWMAN CLUB  
UNIVERSITY OF MARYLAND

May 24, 1954

Dear Mr Bishop,

On behalf of the Newman Club of the University of Maryland, I want to thank you for helping to make our Communion Breakfast a success.

Many of the club members have to come to me and told me how much they enjoyed your talk. I hope you will able to return to our club again in the near future.

Thanking you in Newman

Sincerely yours,

/s/ Mary Melcher

Mary Melcher  
Corresponding Secretary

RECORDED

Mr. Nichols

June 1, 1954

W. A. Jones

**HANDLING OF SPECIAL CORRESPONDENCE  
CRIME RECORDS SECTION**

As you are aware, we have had a terrific amount of correspondence in the Crime Records Section during the past month. In fact, the daily average correspondence for May, 1954, was 295 as compared with 177 during May, 1953. To help out in the rush we borrowed 5 typists from the Records Section for several days, but other than this the influx of mail was handled by our regular staff of typists and stenographers in the Crime Records Section.

In view of the fine spirit and hard work of the following individuals, I feel that letters of commendation are in order:

SA THOMAS E. BISHOP; FOD 6-30-41; OS-14; \$9,600;

Special Agent Bishop has charge of all correspondence work in the Crime Records Section, and I feel that a large share of the credit goes to him for the smooth handling of the influx of correspondence.

MISS NANCY A. FOHRELL; FOD 6-20-51; OS-4; \$8255;

Though not assigned to the correspondence unit in the Crime Records Section, Miss Fohrell volunteered her services to help out while we were particularly hard pressed. During the week beginning May 9 Miss Fohrell put in over 13 hours of voluntary overtime and was here at the office the weekend of the 15th.

MISS RITA H. TROMBLY; FOD 9-8-46; OS-6; \$3,920;

Miss Trombly volunteered to assist Miss Fohrell in coordinating the handling of the mail in this Section. She worked 13½ hours overtime on the week beginning May 9.

LAWRENCE J. HOGAN; FOD 8-30-48; OS-2; \$5,060;

Mr. Hogan assisted in dictating correspondence. During the week of May 9 he put in 16½ hours of voluntary overtime.

cc - Personnel Files

Tolson\_\_\_\_\_  
Boardman\_\_\_\_\_  
Nichols\_\_\_\_\_  
Belmont\_\_\_\_\_  
Glavin\_\_\_\_\_  
Harbo\_\_\_\_\_  
Rosen\_\_\_\_\_  
Tamm\_\_\_\_\_  
Tracy\_\_\_\_\_  
Mohr\_\_\_\_\_  
Winterrowd\_\_\_\_\_  
Tele. Room\_\_\_\_\_  
Holloman\_\_\_\_\_  
Miss Gandy\_\_\_\_\_

W. A. Jones

Memo to Mr. Nichols

June 1, 1936

MISS MARY MARGARET HERZOG; EOD 1-15-31; GS-4; \$2,235:

Miss Herzog is the Typing Supervisor in the Crime Records Section. She was here practically every night the week of May 9 working and all typists who did not have other commitments such as school worked with her. Approximately 103 hours of overtime were put in by the typists that week. It is felt that Miss Herzog should be commended and through her the typists who helped out.

MISS LOIS C. SMITH; EOD 6-18-31; GS-5; \$2,535:

Miss Smith is the Stenographic Supervisor in Crime Records. She worked over several nights herself in connection with correspondence and during the week May 9 the stenographers working under her supervision put in 141 hours of overtime. It is felt that Miss Smith should be commended and through her the stenographers who helped out.

MISS RUTH V. MURPHY; EOD 11/3/41; GS-7; FILES SUPERVISOR; NAME CHECK UNIT, RECORDS AND COMMUNICATIONS DIVISION:

Miss Murphy is the Supervisor of the Name Check Unit, Records and Communications Division. Records Section, of course, checked files on hundreds of letters during the month and did a most commendable job. While many employees helped out, it is believed that Miss Odell E. Theeler should be singled out particularly for commendation. She is a coordinator in the unit where the work was done. It is suggested that Miss Murphy be commended, that Miss Theeler's name be mentioned, and that through these two the other employees who helped out should be commended.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: November 30, 1954

FROM : ~~SAC~~ M.A. Jones (Crime Records Section)SUBJECT: THOMAS E. BISHOP (Employee)  
PERSONNEL STATUS CHANGERecords & Communications (Division)ADDRESS AND PHONE CHANGE:

Present phone: \_\_\_\_\_ (City)

Present address: \_\_\_\_\_

MARITAL STATUS:

Married to \_\_\_\_\_

On \_\_\_\_\_ at \_\_\_\_\_

Remarks:

BIRTHS:

Girl named \_\_\_\_\_ Boy named \_\_\_\_\_

Born on \_\_\_\_\_ at WASHINGTON, D.C.

b6

To employee and WIFE (MRS. \_\_\_\_\_ Bishop)This is their 3 RD child.

Remarks:

RECORDED-97

67-204108-180	
Searched	67
Indexed	
14 DEC 1 1954	
FF	

3  
pm  
er

18 DEC 2 1954

November 24, 1954

0  
Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

May I take this opportunity  
to congratulate Mrs. Bishop and you  
on the birth of your son.

I was pleased indeed to  
learn of the progress your little boy  
is now making and I know how happy  
you both must be. It is my heartfelt  
wish that his future will be filled  
with all the good things life has to  
offer.

Sincerely,

J. Edgar Hoover

CC: Mr. Nichols (Personal Attention)

CC: Mr. Leinbaugh

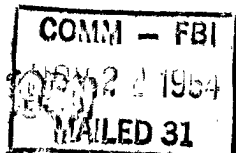
67-204108-179

CV:jg

(5) *gg* *cc*

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

*new*  
7 NOV 28 1954



NOV 24 10 56 AM '54  
RECEIVED READING ROOM  
FBI

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

*✓* *cc* *Mr*

*Handwritten signature*  
January 4, 1955

MEMORANDUM FOR MR. TOLSON

Yesterday I saw Special Agent Thomas E. Bishop of the Crime Records Section who has been ordered to Richmond as ASAC. Mr. Bishop does not make a rugged appearance but what he lacks in ruggedness he makes up for in enthusiasm and interest, I believe.

I outlined to Mr. Bishop some of the problems which he will face as a field executive and the necessity for an objective approach to his responsibilities and duties. I pointed out to him some of the weaknesses he should be alert to such as inaccuracy; delinquency in work; lack of thoroughness; and any improper conduct, official or otherwise, of any employee of the FBI.

Very truly yours,

John Edgar Hoover  
Director

JEH:mpd

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

12214  
5 8 JAN 7 1955

RECORDED-144

SENT FROM D. O.	
TIME	2:35
DATE	1-4-55
BY	<i>Handwritten signature</i>

67-1410-181
15 JAN 5 1955

*Handwritten signature*

JJM:ptm

NAME:

THOMAS E. BISHOP

EOD:

6-30-41

GRADE AND SALARY: GS-14, \$9600

OFFICE OF PREFERENCE: (1) Cincinnati  
(2) Memphis

ASSISTANT TO THE DIRECTOR L. B. NICHOLS:

Mr. Bishop has over-all supervision of the Correspondence Unit in the Crime Records Section. He is aggressive, intelligent, is an experienced lecturer and speaker as well as a qualified inspector's aide. He has shown an above-average aptitude handling correspondence matters and his supervision over the Unit has marked him as an up and coming administrator. I believe he could capably handle a small office as Special Agent in Charge.

INSPECTOR BROWN: (R. G. Held)

Mr. Bishop appears to have an excellent working knowledge of the responsibilities assigned to him in the Crime Records Section. He is aggressive, appears to have the ability to make sound decisions and is interested in the Bureau's work. He is available for assignment wherever the Bureau feels his services are necessary and is interested in advancement. It is felt that he is capable of assuming the responsibilities of an ASAC in a small office and should be considered for advancement.

INSPECTION  
RECORDS AND COMMUNICATIONS DIVISION  
12/10/54  
BCB:nfp

(3)

5 DEC 22 1954

67-1127  
3-1111  
2-1111



December 29, 1954

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Bishop:

Your headquarters are being changed, public business permitting, from Washington, D. C., to ~~Richmond, Virginia~~ <sup>Richmond, Virginia</sup> effective ~~January 1, 1955~~ <sup>January 5, 1955</sup>. Your arrival there on or after this date.

~~You are to assume the duties of Assistant Special Agent in Charge of that Office.~~ This change is made for official reasons and is primarily for your convenience or benefit, or at your request. You will be allowed your necessary expenses of transportation and a per diem in lieu of subsistence of \$9.00 in connection therewith, such expenses to include the transportation of your immediate family as provided for in Public Law 600 of August 2, 1946, and Executive Order 9805, approved November 25, 1946, as amended.

You are authorized to use a privately owned automobile in connection with your transfer and you will be reimbursed at the rate of seven cents per mile not to exceed the cost of common carrier by the most direct route, plus incidental expenses in connection therewith, of all persons officially traveling in that vehicle. Should your dependents travel by privately owned automobile separate and apart from you, mileage at seven cents per mile is authorized under the same conditions as above.

The transportation of your household goods and personal effects will be paid in accordance with regulations contained in Public Law 600 of August 2, 1946, and Executive Order 9805, approved November 25, 1946, as amended.

Enclosure

CC - SAC, Richmond (PAC) You should submit a 60-day performance rating on this Agent.

Mr. Nichols (PAC) Expedite transfer and advise the Administrative Division within 48 hours earliest date of departure and the approximate date of arrival, 5 JAN 5 1955

Mr. Newman

Mr. Harbo

Mrs. Jackerman

Miss Usilton

Mr. H. L. Edwards

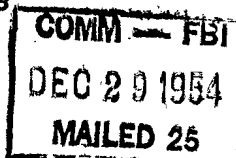
ERC:jeg

9

John Edgar Hoover  
Director

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

58 JAN 6 1955



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Tolson *[initials]*

FROM : J. P. Mohr

SUBJECT: PERSONNEL CHANGES

DATE: December 27,  
1954

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

The Director has approved the removal of ASAC Charles F. Watson of the Richmond Division in view of a number of delinquencies discovered during the recent inspection and Special Agent Thomas E. Bishop of the Records and Communications Division is being considered for the vacancy at Richmond. ASAC Watson is being ordered on transfer and the necessary demotion action will be taken ~~SEPARATELY~~.

It should be noted that SA Thomas E. Bishop presently stands at the top of those available for assignment on the potential ASAC list. By memorandum dated 12/15/54 the first four individuals on that list (SAs Joseph E. Thornton, Richard G. Held, Sam Papich and Thomas J. McAndrews) were passed over. SA Thornton is to be considered for the next ASAC vacancy at Omaha. SA Held presently has a very severe personal problem due to the illness of his wife. SA Papich is handling a highly responsible assignment in the Liaison Section of the Domestic Intelligence Division and SA Thomas J. McAndrews of the New York Office is acting as coordinating supervisor and his services were believed to be more urgently needed in New York. In view of this it is felt that they should be continued to be passed over at this time since there is no change of any problem involved.

The attached permanent brief of Mr. Bishop reflects he entered on duty June 30, 1941, and presently is in Grade GS-14, \$9600 per annum. He is married and has three children. He is thirty-seven years of age and was born 8/18/17. He has a Bachelor of Arts degree and a Bachelor of Laws degree. Mr. Bishop has served in the Baltimore and Cincinnati Field Offices. He was on confidential assignment in Venezuela and Paraguay for approximately three years from 1943 to 1946. He performed supervisory duties from August, 1942, until April, 1943, at the Seat of Government. He has most recently been assigned supervisory duties at the Seat of Government since June, 1951, until the present time. From June until October, 1951, he was assigned to the Investigative Division and since October, 1951, he has been assigned to the Crime Records (Research) Section of the Records and Communications Division. He is presently head of the Correspondence Unit of that section. His services are satisfactory.

In connection with personnel advancement Mr. Jones advised in March, 1954, that Mr. Bishop could very capably handle the duties of.

58 JAN 10 1955

WSH'ggs  
(2)  
Attachment

RECORDED 144

5 JAN 5 1955

SENT DIRECTOR

12-27-54

4 copies made 1-10-55 (55)  
4 copies made 1-17-55 (62)

Special Agent in Charge in one of the smaller offices. He was described as possessing extensive experience not only in the field but also at the Seat of Government and as being well qualified to function in an administrative capacity in the field. He was available for general and special assignment.

On 12/10/54 Mr. Nichols stated he is aggressive, intelligent and possesses an above-average aptitude for handling correspondence matters. He was described as an up-and-coming administrator and Mr. Nichols added that he felt he could capably handle a small office as Special Agent in Charge.

Since being assigned to the Crime Records Research Section, Mr. Bishop has been censured on three separate occasions. In January, 1952, he was censured for the use of an incorrect salutation in a letter dictated by him. Mr. Bishop had relied on the mailing list maintained in the section but had not personally checked its accuracy. In October, 1952, he was censured in connection with undue delay in acknowledging a telegram received in the section. In October, 1953, he was censured for reviewing and approving a letter which did not contain the proper salutation. There have been no other occasions to criticize Mr. Bishop during the most recent period in which he has been at the Seat of Government. It should also be noted that he was commended in December, 1953, for the splendid manner in which he assisted in handling a heavy volume of correspondence. He was also commended in June, 1954, for a similar reason.

During the course of the recent inspection of the Crime Records Research Section conducted in December, 1954, Mr. Bishop was described as aggressive and as having the ability to make sound decisions and being interested in the Bureau's work. It was felt that he was capable of assuming the responsibility of an ASAC in a small office.

Mr. Bishop is an approved Inspector's Aide, a qualified Bureau speaker, has received administrative firearms training and has attended the special administrative school.

RECOMMENDATION:

That Special Agent Thomas E. Bishop be designated ASAC of the Richmond Office with no change in grade or salary.

*Transfer letter  
prepared 12/29/54. J. J. [Signature]  
J. J. [Signature] 12-27-54  
[Signature] [Signature]*

Mr. Tolson	_____
Mr. Boardman	_____
Mr. Nichols	_____
Mr. Belmont	_____
Mr. Harbo	_____
Mr. Mohr	_____
Mr. Parsons	_____
Mr. Rosen	_____
Mr. Tamm	_____
Mr. Sizoo	_____
Mr. Winterrowd	_____
Tele. Room	_____
Mr. Holloman	_____
Miss Gandy	_____

December 30, 1954

*Handwritten:*  
 Humphreys  
 C. L. [unclear]  
 St. L. [unclear]

Honorable J. Edgar Hoover  
 Federal Bureau of Investigation  
 Washington, D. C.

Dear Mr. Hoover:

I have just received your letter of December 29, 1954, advising me of my transfer to the Richmond Office as Assistant Special Agent in Charge, and I want to express to you my sincere thanks and appreciation.

This means for me the attainment of one of the goals I set for myself when I first entered the Bureau and has naturally made me very proud and happy. My real pride, however, is derived from the fact that by placing me in this position you have indicated confidence in my ability to uphold the high ideals of the Bureau. I want you to know that I will strive with all my effort to perform my duties in such a manner as to be worthy of your confidence.

I would like very much to have the opportunity of seeing you before I depart for Richmond. I do hope that you will be able to give me that pleasure and that you will afford me the benefit of your counsel and advice.

May I take this opportunity of extending to you my sincere congratulations on your birthday. I earnestly hope that you will enjoy many more years of health and happiness.

Sincerely yours,

*Handwritten signature:* Thomas E. Bishop

Thomas E. Bishop

RECORDED - 141

(22) 144  
 58 JAN 7 1955

67-204108-184	
Searched	_____
Filed	91
5 JAN 5 1955	
FEDERAL BUREAU OF INVESTIGATION	

*Handwritten signature:* [unclear]

# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

*Noted  
Jared*

Name of Employee: Thomas E. Bishop

Where Assigned: Records and Communications Crime Records  
(Division) (Section, Unit)

Payroll Title: Special Agent, GS-14

Rating Period: from April 1, 1954 to January 14, 1955

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

TEB

Rated by: *M. B. Jones* Section Chief 1-14-55  
Signature Title Date

Reviewed by: L. B. Nichols Assistant To The Director JAN 14 1955  
Signature Title Date

Rating approved by: *J. P. Mohr* Assistant Director JAN 18 1955  
Signature Title Date

### TYPE OF REPORT

( ) Official  
( ) Annual

(X) Administrative

( ) 60-day

(X) Transfer

( ) Separation from service

( ) Special

67-204108-185	
Searched	40
( ) 60-day	(X) Transfer
( ) Separation from service	( ) Special

55 JAN 20 1955 (99)

RECORDED-144

*3-jm/luh*

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee Thomas E. BishopTitle Special Agent, GS-14Rating Period: from 4-1-54 to 1-14-55

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out on the reverse of form FD-185.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out on the reverse of form FD-185.

- |   |  |
|---|--|
| <u>+</u> (1) Personal appearance.   | <u>✓</u> (17) Firearms ability.  |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.  | <u>0</u> (18) Development of informants and sources of information.  |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  | <u>+</u> (19) Reporting ability:   |
| <u>+</u> (4) Physical fitness (including health, energy, stamina).  | <u>0</u> (a) Investigative reports   |
| <u>+</u> (5) Resourcefulness and ingenuity.   | <u>0</u> (b) Summary reports   |
| <u>+</u> (6) Forcefulness and aggressiveness as required.   | <u>+</u> (c) Memos, letters, wires   |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.   | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.   | <u>0</u> (20) Performance as a witness.  |
| <u>+</u> (9) Planning ability and its application to the work.  | <u>✓</u> (21) Executive ability:   |
| <u>+</u> (10) Accuracy and attention to pertinent detail.   | <u>+</u> (a) Leadership  |
| <u>+</u> (11) Industry, including energetic consistent application to duties.   | <u>+</u> (b) Ability to handle personnel   |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>+</u> (c) Planning  |
| <u>+</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application.   | <u>+</u> (d) Making decisions  |
| <u>0</u> (14) Technical or mechanical skills.   | <u>+</u> (e) Assignment of work  |
| <u>0</u> (15) Investigative ability and results:  | <u>+</u> (f) Training subordinates   |
| <u>+</u> (a) Internal security cases  | <u>+</u> (g) Devising procedures   |
| <u>+</u> (b) Criminal or general investigative cases  | <u>+</u> (h) Emotional stability   |
| <u>+</u> (c) Fugitive cases   | <u>+</u> (i) Promoting high morale   |
| <u>+</u> (d) Applicant cases  | <u>+</u> (j) Getting results   |
| <u>0</u> (16) Physical surveillance ability.  | <u>0</u> (22) Ability on raids and dangerous assignments:  |
|   | <u>+</u> (a) As leader   |
|   | <u>+</u> (b) As participant  |
|   | <u>✓</u> (23) Organizational interest, such as making of suggestions for improvement.  |
|   | <u>+</u> (24) Ability to work under pressure.  |
|   | <u>+</u> (25) Miscellaneous. Specify and rate:   |
|   | <u>+</u> Dictation ability   |
|   | <u>0</u> Automobile driving ability  |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Head of correspondence unit

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker):

Research & correspondence

- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING :

SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

January 14, 1955

THOMAS E. BISHOP  
Special Agent  
GS-14, \$9600  
EOD 6-30-41

This report is being submitted in view of the transfer of this Special Agent from the Seat of Government to the Richmond Office as Assistant Special Agent in Charge.

Agent Bishop (presents a fine personal appearance, has an outstanding personality, and is most aggressive.) He is enjoying good health. (His dictation is far above average.

During his assignment in Crime Records, Agent Bishop has been in the Correspondence Unit. During the past two years, he has very capably administered activities in this unit. In fact, under date of June 7, 1954, Mr. Bishop received a letter of commendation in connection with the smooth handling of a large influx of correspondence.

Agent Bishop (has given quite a number of speeches in Washington and vicinity, and the response from these has been most outstanding. He has also lectured on numerous occasions before In-Service Classes and specialized schools at the Seat of Government.

Special Agent Bishop's work in Crime Records has been far above average. It is believed that he is well qualified to function as an Assistant Special Agent in Charge. On the basis of his work, I feel he is entitled to a rating of Satisfactory in Grade GS-14.

0321  
8

MAJ:rm

TEB



FD-67  
(5-19-47)

UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

Post Office Box 2218  
Richmond, Virginia  
January 18, 1955

In Reply, Please Refer to  
File No.

Director, FBI

Dear Sir:

NOTICE OF ARRIVAL OR DEPARTURE OF  
EMPLOYEES ON SPECIAL OR COURT ASSIGNMENTS;  
ALSO NOTICE OF ARRIVAL OR DEPARTURE OF EMPLOYEES ON TRANSFER

NAME ASAC THOMAS E. BISHOP

OFFICE OF ASSIGNMENT RICHMOND DIVISION

NATURE AND DURATION OF ASSIGNMENT OFFICIAL TRANSFER FROM BUREAU

ARRIVED 5:45PM January 16, 1955

(Time and Date)

REPORTED FOR DUTY (necessary only for arrivals on transfer):

8:00AM January 17, 1955

DEPARTED \_\_\_\_\_

DESTINATION \_\_\_\_\_

Following information to be furnished only when an employee  
arrives your office on transfer:

PERSON TO BE NOTIFIED IN CASE OF AN EMERGENCY:

NAME Mrs. [redacted] Bishop

b6

ADDRESS 2603 Evans Drive-Silver Springs, Maryland

RELATIONSHIP Wife

Very truly yours,

*A. T. Potter*  
A. T. Potter  
SAC

*John  
parker*

55 JAN 20 1955

99



1. Agency and organizational designations <b>United States Department of Justice</b> <b>Federal Bureau of Investigation</b>		2. Pay roll period	3. Block No.	4. Slip No. <b>18237</b>
5. Employee's name (and social security account number when appropriate) <b>MR. THOMAS E. BISHOP</b> <b>SA</b>		6. Grade and salary <b>GS 14</b> <b>\$9600</b>		

**PAY ROLL CHANGE DATA**

	BASE PAY	OVERTIME		GROSS PAY	RET.	TAX	BOND	F. I. C. A.		NET PAY
7. Previous normal										
8. New normal										
9. Pay this period										
10. Remarks:							11. Appropriation(s)		12. Prepared by	
							<div style="font-size: 2em; font-family: cursive;">42</div>		13. Audited by	

<input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase				
14. Effective date	15. Date last equivalent increase	16. Old salary rate	17. New salary rate	18. Performance rating is satisfactory or better.
<b>1-16-55</b>	<b>7-19-53</b>	<b>\$9600</b>	<b>\$9800</b>	<div style="font-size: 2em; font-family: cursive;">J. J. D.</div> (Signature or other authentication)
19. LWOP data (Fill in appropriate spaces covering LWOP during following periods): Period(s): <b>4 2 DEC 29 1954</b>				(Check applicable box in case of excess LWOP) <input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period.
<input checked="" type="checkbox"/> No excess LWOP. Total excess LWOP _____				<b>J. J. D.</b> Initials of Clerk

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

CC-5a

1-12-55

I certify that I have received the following Government property for official use:  
~~returned~~

New Commission Card with case # 145  
ASAC

RETURNED

Old Commission Card with case # 2258

144

63 READ  
JAN 13 1955

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MUTILATE IT IN ANY WAY.

FILE  
3-M  
PER *th*

Very truly yours,  
61-57 Thomas E. Bishop  
Thomas E. Bishop  
Special Agent

CC-5a

RECEIPT FOR GOVERNMENT PROPERTY  
FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

1-12-55

~~returned~~  
I certify that I have ~~received~~ the following Government property for official use:  
~~returned~~

Supervisors Manual #111

Key to Room 4236

Handbook for FBI Employees (SOG)

(13) 144

FILE  
3-M  
PER *[signature]*

14 JAN 13 1955 R E A D

The Government property which you hereby acknowledge is charged to you and you are responsible for taking care of it and returning it when its use has been completed. DO NOT MARK OR WRITE ON IT OR MULTILATE IT IN ANY WAY.

67-NOT RECORDED

Very truly yours,  
*Thomas E. Bishop*  
Thomas E. Bishop, SA

Prepared by: *alw*  
Checked by:  
Filed by: *Swick*

January 27, 1955

Special Agent in Charge  
Federal Bureau of Investigation  
Richmond, Virginia

REGISTERED MAIL  
PERSONAL AND ~~CONFIDENTIAL~~

Re: Mr. Thomas E. Bishop  
Assistant Special Agent in Charge

Dear Sir:

There are transmitted herewith the field personnel file and duplicate property card of the above employee who is presently assigned to your office. The firearms record card is being prepared and will be forwarded under separate cover.

The following additional information is furnished you covering his assignment as a Supervisor at the SOG:

Present Grade and Salary: GS 14, \$9800 per annum

Assignments: June 14, 1951, Investigative Division  
October 29, 1951, Records and Communications Division

Promotions: BSI to \$7840 in Grade 12, effective July 8, 1951  
To Grade 13, \$8360 per annum, effective September 30, 1951  
UPA to \$8560 in Grade 13, effective March 29, 1953  
To Grade 14, \$9600 per annum, effective July 19, 1953  
UPA to \$9800 in Grade 14, effective January 16, 1955

Performance Ratings: Satisfactory - August 15, 1951  
Satisfactory - October 27, 1951  
Satisfactory - January 31, 1952  
Satisfactory - March 31, 1952  
Satisfactory - March 31, 1953  
Satisfactory - March 31, 1954  
Satisfactory - January 14, 1955

Specialized Bureau Training Schools: Administrative School  
January 11, 1954, to January 19, 1954

Date of Last In-Service Training: October 8, 1953, to October 16, 1953

Date of Last Naval Physical Examination: May 4, 1954

Commended for outstanding work in connection with the heavy volume of correspondence on December 21, 1953, and on June 7, 1954.

cc: Mr. Harbo - It is desired that firearms record card be furnished as requested.

JW:alm

55 FEB 4 1955  
67-204108

COMM - FBI  
JAN 27 1955  
MAILED 25

717675 PERSONNEL

*DP*

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

Special Agent in Charge  
Richmond, Virginia

Censured for dictating incorrect salutations used in letters on  
January 25, 1952, and October 8, 1953.  
Censured for delay in acknowledging a telegram on October 7, 1952.

Very truly yours,

John Edgar Hoover  
Director

 Enclosures (2)

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: 2-24-55

FROM : SAC, RICHMOND (66-80)

SUBJECT: GOVERNMENT REQUESTS FOR TRANSPORTATION  
GOVERNMENT TAX EXEMPTION CERTIFICATES

On February 24, 1955 the following Government transportation Requests and Tax Exemption Certificates maintained in the office safe were turned over by me to ASAC THOMAS E. BISHOP:

Type A Book Nos. J-19510 through J-19520

Type B Book No. 2454 -GTR's J-83,326 through J-83400

Tax Exemption Certificate Books C-10927 and C-10928

JPC

~~NOT RECORDED~~  
16 MAR 1 1955

55 MAR 2 1955

67-NOT RECORDED-2

## Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: 2-18-55

FROM : SAC, RICHMOND

UTP

O

SUBJECT: THOMAS E. BISHOP  
Assistant Special Agent in Charge  
Richmond Division

*Caprese*  
*Jack*  
*W. Foster*  
*5545*  
*W. Fields*  
*5632*

This is to advise that effective immediately the residence address of ASAC BISHOP is 528 Granite Avenue, Richmond, Virginia and his telephone number is 84-1105.

/GTC

7  
18 FEB 25 1955

*3 Jm*  
*Jack*  
67-NOT RECORDED

# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

*Walter  
Newport*

Name of Employee: THOMAS E. BISHOP

Where Assigned: Richmond  
(Division) (Section, Unit)

Payroll Title: Assistant Special Agent in Charge - GS-11

Rating Period: from January 17, 1955 to February 25, 1955

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

TEB

Rated by:

A. T. Potter Special Agent in Charge 2-25-55  
Signature Title Date

Reviewed by:

J. F. Mohr Assistant Director MAR 3 1955  
Signature Title Date

Rating approved by:

Signature Title Date

### TYPE OF REPORT

- ( ) Official  
( ) Annual

RECORDED - 147

67-204108-187  
Searched \_\_\_\_\_  
Numbered 25  
( ) 60-day  
(x) Transfer of SAC  
( ) Separation from service  
( ) Special

**FEB 28 1955**

FEDERAL BUREAU OF INVESTIGATION

55 MAR 11 1955



# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee THOMAS E. BISHOPTitle Asst. Special Agent in ChargeGS-14  
Rating Period: from 1-17-55 to 2-25-55

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
○ No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out on the reverse of form FD-185.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out on the reverse of form FD-185.

- |   |  |
|---|--|
| <u>✓</u> (1) Personal appearance.   | <u>✓</u> (17) Firearms ability.  |
| <u>+</u> (2) Personality and effectiveness of his personal contacts.  | <u>✓</u> (18) Development of informants and sources of information.  |
| <u>+</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  | <u>✓</u> (19) Reporting ability:   |
| <u>✓</u> (4) Physical fitness (including health, energy, stamina).  | <u>✓</u> (a) Investigative reports   |
| <u>✓</u> (5) Resourcefulness and ingenuity.   | <u>✓</u> (b) Summary reports   |
| <u>✓</u> (6) Forcefulness and aggressiveness as required.   | <u>+</u> (c) Memos, letters, wires   |
| <u>+</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.   | (Consider: <u>+</u> conciseness; <u>+</u> clarity; <u>+</u> organization; <u>+</u> thoroughness; <u>+</u> accuracy; <u>+</u> adequacy and pertinency of leads; <u>+</u> administrative detail) |
| <u>+</u> (8) Initiative and the taking of appropriate action on own responsibility.   | <u>○</u> (20) Performance as a witness.  |
| <u>+</u> (9) Planning ability and its application to the work.  | <u>+</u> (21) Executive ability:   |
| <u>✓</u> (10) Accuracy and attention to pertinent detail.   | <u>+</u> (a) Leadership  |
| <u>+</u> (11) Industry, including energetic consistent application to duties.   | <u>+</u> (b) Ability to handle personnel   |
| <u>+</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. | <u>✓</u> (c) Planning  |
| <u>✓</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'knowhow' of application.  | <u>✓</u> (d) Making decisions  |
| <u>○</u> (14) Technical or mechanical skills.   | <u>+</u> (e) Assignment of work  |
| <u>✓</u> (15) Investigative ability and results:  | <u>+</u> (f) Training subordinates   |
| <u>✓</u> (a) Internal security cases  | <u>✓</u> (g) Devising procedures   |
| <u>+</u> (b) Criminal or general investigative cases  | <u>✓</u> (h) Emotional stability   |
| <u>✓</u> (c) Fugitive cases   | <u>✓</u> (i) Promoting high morale   |
| <u>✓</u> (d) Applicant cases  | <u>+</u> (j) Getting results   |
| <u>○</u> (e) Accounting cases   | <u>+</u> (22) Ability on raids and dangerous assignments:  |
| <u>○</u> (16) Physical surveillance ability.  | <u>+</u> (a) As leader   |
|   | <u>+</u> (b) As participant  |
|   | <u>✓</u> (23) Organizational interest, such as making of suggestions for improvement.  |
|   | <u>✓</u> (24) Ability to work under pressure.  |
|   | <u>✓</u> (25) Miscellaneous. Specify and rate:   |
|   | <u>+</u> Dictation ability   |
|   | <u>✓</u> Automobile driving ability  |

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Assistant Special Agent in Charge

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk Man and Speaker

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory


THOMAS E. BISHOP  
Assistant Special Agent in Charge  
Richmond Division

This performance rating is being submitted in view of the transfer of the SAC.

Mr. Bishop assumed the duties of Assistant Special Agent in Charge of the Richmond Division on January 17, 1955. He presents a very good appearance, has a good personality, meets people easily and has indicated that he can handle contacts with the public as well as persons in the law enforcement field in a very good manner. (He is rated excellent in his dictation ability, handles a large volume of work and has been conscientious in securing adherence to deadlines. He has put in a large amount of voluntary overtime in order to acquaint himself thoroughly with his duties as Assistant Special Agent in Charge and with the matters under his supervision. He supervises the majority of the criminal and applicant-type investigations in the Richmond Office, has shown planning ability in the assignment of personnel and is affording investigative matters close supervision. He appears to have a good knowledge of Bureau policies and procedures, has exhibited very good judgment and has demonstrated eagerness to become fully acquainted with his duties and a willingness to assume responsibility.)

During the rating period Mr. Bishop has made a number of appearances as a Bureau speaker and I have received very favorable comments concerning his ability along this line. He is conscientious, willing and anxious to learn and develop. He is developing in a very satisfactory manner as Assistant Special Agent in Charge and is rated as satisfactory in this assignment.

ATP:GTC

  
A. T. POTTER  
Special Agent in Charge

Employee's Initials TEB

1118 7 11 35 AM '55  
1118 7 11 35 AM '55  
1118 7 11 35 AM '55

1118 7 11 35 AM '55  
1118 7 11 35 AM '55  
1118 7 11 35 AM '55

March 4, 1955

PERSONAL AND CONFIDENTIAL

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Richmond, Virginia

Dear Mr. Bishop:

In connection with a review of the facts pertaining to the handling in the Richmond Division of the Theft from Interstate Shipment case involving [redacted] it has been noted that you were chargeable with a serious dereliction. Specifically, in your supervisory capacity you approved an outgoing communication to the Bureau reflecting that a complaint had been filed against the subject at Bristol, Virginia, on January 26, 1955, but containing no indication that the subject had been arraigned on the complaint. You should have noted this important omission and made inquiry into the matter. Had you done this, appropriate steps could have been taken to terminate the delay which occurred in arraigning this individual.

b6  
b7c

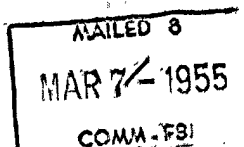
The Bureau must insist that you exercise the necessary alertness and attention to details in order to recognize problems such as that mentioned above so that the best interests of the FBI may be served and possible embarrassment to the Bureau may be avoided. By doing this you will make it unnecessary for any further criticism of this nature to be directed to you.

Very truly yours,

J. Edgar Hoover

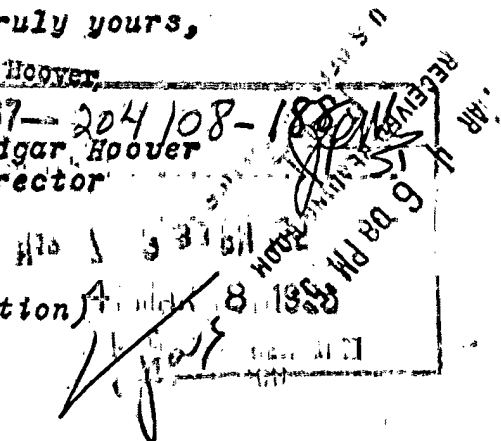
John Edgar Hoover  
Director

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_



JRC ggs  
(5)  
SAC, Richmond (Personal Attention)  
SOG Richmond Field Office File

55 MAR 9 1955



## Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI (15-26820)

DATE 2-12-55

FROM : SAC, RICHMOND (15-1035)

PERSONAL AND CONFIDENTIAL

SUBJECT: [REDACTED] was.  
TFISb6  
b7C

Re Richmond letter to Bureau 1/31/55 and telephone call of Mr. J. J. CONEYS, Bureau, 2/11/55 at 6:40 p.m.

It is noted that Mr. CONEYS advised that explanations were to be furnished by this office from responsible personnel concerning (1) why no action was taken on receipt of Miami airtel 1/5/55 to contact the USA, WDVA, for the purpose of ascertaining if he intended to authorize process against the subject regarding a TFIS violation which occurred within the WDVA, and (2) explanations as to why necessary action was not taken to properly arraign subject following issuance of new process on 1/26/55.

Instant case was reassigned to SA PAUL M. STOMBAUGH as of 9/15/54 and has been continually assigned to that agent since the aforementioned date. It is supervised on the desk of the ASAC, and, accordingly, from the date when last placed in a pending status until January 16, 1955, instant case was supervised by former ASAC CHARLES F. WILSON, now assigned to Pittsburgh. ASAC THOMAS E. BISHOP arrived at the Richmond Office January 17, 1955, and has, accordingly, supervised instant case since that date. There are attached memoranda of explanation submitted by SA PAUL M. STOMBAUGH and ASAC THOMAS E. BISHOP concerning the handling of this case.

The file reflects upon instructions of ASAC BISHOP, SA PAUL M. STOMBAUGH submitted a memorandum of explanations concerning his handling of this case on January 29, 1955. The attached memorandum of SA STOMBAUGH dated February 12, 1955 includes the data in the above-mentioned memorandum, concurs with the facts therein, but is more specific as to the items in question in connection with this matter. Under date of January 5, 1955, Miami, by airtel, advised that the AUSA at Tampa had informed that complaint had been dismissed 12/31/54 in the Southern District of Florida and requested Richmond to ascertain if indictment had been issued against subject at Roanoke, Virginia or if a complaint had been filed in view of dismissal of complaint at Tampa. Miami also informed that AUSA THOMAS J. WILSON, Roanoke, Virginia, was

Encl. 4 ENCL

ATP:jww  
(9)

URCE 10-10-11

MAR 11 1955

11 FEB 22

RH 15-1035

advised on 12/30/54 by AUSA EVANS, Tampa, that complaint would be dismissed. This airtel received January 7, 1954, was routed by former ASAC WATSON to SA STOMBAUGH, who advised that this airtel was received by him at Bristol, Virginia on January 10 or January 11, 1955.

It is noted that mail service is notoriously slow between Richmond and Bristol, the latter city being located 325 miles from Richmond. As the Bureau has been informed, and as is indicated in SA STOMBAUGH's attached memorandum, there was a definite delay on the part of SA STOMBAUGH in contacting AUSA WILSON, as requested by the Miami Office. SA STOMBAUGH advises that this delay had been caused by his assurance by AUSA WILSON and AUSA BEVERLY DAVIS that the presentation to a Grand Jury for arrangements to file a complaint at Roanoke, Virginia would be handled, and, further, that the USA's office had previously informed that further contact with their office was not necessary or desired. As will be noted, the AUSA was not contacted concerning this matter until January 26, 1955, subsequent to receipt of Bureau letter of January 20, 1955, requesting advice as to the status of prosecution.

With reference to Item No. 2, mentioned above, it will be noted from the attached memoranda that the complaint in question was filed by SA STOMBAUGH at Bristol, Virginia rather than at Roanoke, Virginia at the request of the AUSA, due to the fact that the U. S. Commissioner at Roanoke was not available. The complaint filed January 26, was not mailed to the U. S. Marshal's Office in Roanoke until January 28, 1955 and on receipt in Roanoke, it was found to be defective, alleging venue in Tennessee rather than in Virginia. The complaint was accordingly returned to the U. S. Commissioner at Bristol to be amended and the corrected complaint was received by the AUSA, Roanoke on February 7, 1955. Subject was on that date arraigned by a resident agent, Roanoke, Virginia on the request of the U. S. Attorney. It will be noted from SA STOMBAUGH's memorandum of explanation that he did not take notice at the time he filed the complaint that venue was alleged to be in Tennessee rather than in Virginia. With regard to ASAC BISHOP's supervision of instant matter, it will be noted that upon receipt of Bureau letter of January 20, 1955, ASAC instructed SA STOMBAUGH on the copy routed to the agent to immediately advise the Bureau of the status of the case and that SA STOMBAUGH's reply to the Bureau did not reach this office until January 29, 1955. It will be further noted that this was

RH 15-1035

the first notification to ASAC BISHOP that this case had not been presented to a Federal Grand Jury and that a new complaint had been filed January 26, 1955. Accordingly, the fact that subject had been in custody from December 31, 1954 to January 26, 1955 with no complaint or warrant outstanding, was called to SA STOMBAUGH's attention and the detailed letter to the Bureau of January 31, 1955 was prepared immediately when the facts were obtained.

From a review of the file and the explanations obtained, it appears clear that the derelictions in this matter were caused by the Assistant United States Attorney for the Western District of Virginia, THOMAS WILSON. However, I do not feel that this relieves SA STOMBAUGH of his responsibility for not following this case more closely and, particularly, his delay in complying with the instructions of the Bureau and the ASAC in connection with Bureau letter of January 20, 1955. It is obvious that when SA STOMBAUGH ascertained the facts in this matter on January 26, 1955, he failed to recognize the potential embarrassment until this was called to his attention. Despite this, the additional delinquency occurred in connection with the filing of the complaint and, here again, although SA STOMBAUGH has assured me that he furnished the facts of the complaint accurately to the U. S. Commissioner, and the Commissioner inadvertently indicated Tennessee rather than Virginia, SA STOMBAUGH could have, through a proper check of the complaint, seen that the complaint was properly drawn.

It appears from the file that former ASAC CHARLES F. WATSON failed to follow this matter closely in order to see that the request of the Miami Office concerning the return of the indictment or the filing of a complaint at Roanoke had been carried out.

Insofar as supervision of this matter by ASAC BISHOP is concerned, it is believed that he took proper action in instructing SA STOMBAUGH to promptly comply with Bureau instructions when this matter first came to Mr. BISHOP's attention on January 21, 1955. It is felt that by closer supervision, and by expediting the handling of the Bureau's letter of January 20, 1955, several days delay in the matter at this point could have been avoided.

As indicated above, the delinquencies in the handling of this case, although mainly attributable to the AUSA, are to the extent indicated above caused by derelictions of SA PAUL M. STOMBAUGH. In the way of mitigating circumstances it is noted that SA STOMBAUGH has been equitably sharing the work load of the Resident Agency at Bristol, Virginia and an analysis of

RH 15-1035

his case load reflects that, although high, he has not been over assigned. His production is above average, as is his overtime, and time in the office is below average. Bristol is normally a four man resident agency and in view of the Election Law special investigation during a portion of the period in question, the resident agency is operated with three agents, including SA STOMBAUGH, and during the period from January 25, 1955 to date, in view of the fact that a great majority of the personnel of this office have been handling the Election Law special investigation, SA STOMBAUGH and one other agent have been handling all deadline and applicant matters in this resident agency.

#### RECOMMENDATIONS

In view of the delinquencies in this matter attributable to SA STOMBAUGH, it is recommended that he be censured and that the letter of censure point out to him the possible embarrassment to the Bureau that might have resulted through his improper handling of this matter in connection with this case, that obviously required immediate attention.

No recommendation is being made concerning former ASAC CHARLES F. WATSON, who is not available at this office and from whom no explanation is available.

No recommendation is being made for any additional administrative action to be taken concerning the supervision of ASAC THOMAS E. BISHOP in this matter. I have discussed with him the above and pointed out the necessity of being alert to recognize the potentialities in a matter of this sort.

For the information of the Bureau and for assistance in connection with this matter, it is noted that subject, on February 9, 1955, entered a plea of guilty to an information filed charging a violation of a TFIS statute and has been sentenced to a term of one year. A report is in transcription.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : SAC (15-1035)

DATE 2-12-55

FROM : ASAC, THOMAS E. BISHOP

SUBJECT:  was.  
TFISb6  
b7c

This memo is being submitted in accordance with your instructions for the purpose of setting forth the writer's explanations concerning the following two points: (1) Why no action was taken on receipt of Miami airtel of January 5, 1955 to contact the U. S. Attorney of the Western District of Virginia for the purpose of ascertaining if he intended to authorize process against subject for a TFIS violation which occurred within this district. (2) Why necessary action was not taken to promptly arraign subject following the filing of a new complaint against him on January 26, 1955 and the issuance of a warrant on this same date.

- (1) The writer did not begin his duties as ASAC of the Richmond Office until January 17, 1955, and, therefore, his supervision of this case did not begin until that date. Prior to January 17, 1955 the case was supervised by former ASAC CHARLES F. WATSON.

The writer had not yet arrived at the Richmond Division when Miami airtel of January 5, 1955 was received, advising of the dismissal of the complaint against subject at Tampa, Florida on December 31, 1954. This airtel was received in the Richmond Office on January 7, 1955 and was routed to SA PAUL M. STOMBAUGH, Resident Agent at Bristol, Virginia, to whom the case is assigned, on the same date. The writer did not become aware of the existence of this case or of the Miami airtel of January 5, 1955 until January 21, 1955, the date Bureau letter of January 20, 1955 was received, requesting information concerning the status of the case. On reviewing the file on receipt of this Bulet, the writer noted Miami airtel of January 5, 1955, advising of the dismissal of the complaint and also noted that the report of SA STOMBAUGH dated January 3, 1955 at Richmond indicated that Assistant U. S. Attorney BEVERLY A. DAVIS, III, Roanoke, Virginia, had advised that he planned to prosecute the subject in the Western District of Virginia in the event subject was not to be removed to the Southern District of Florida, and that the case would be presented to a Federal Grand Jury in Roanoke, Virginia.

TEB:JWW  
(5)ENCLOSURE  
ENCLOSURE

67-204108-189



On January 21, 1955, the writer routed Bulet of January 20, 1955 to SA STOMBAUGH and instructed him on the routed copy to immediately advise the Bureau of the status of the case. On January 29, 1955, the writer received a rough draft letter prepared by SA STOMBAUGH, briefly advising the Bureau that the case had not been presented to a Federal Grand Jury as planned and that a new complaint had been filed January 26, 1955 by SA STOMBAUGH at Bristol, Virginia on the instructions of Assistant U. S. Attorney THOMAS WILSON, Roanoke, Virginia. (It is to be noted that subject was incarcerated at Roanoke, Virginia, approximately 150 miles from Bristol, Virginia, where SA STOMBAUGH is assigned).

The writer recognized the fact that subject had been in custody from December 31, 1954 to January 26, 1955, with no complaint or warrant being outstanding against him, and immediately called SA STOMBAUGH via long distance on January 29, 1955. The writer pointed out to SA STOMBAUGH the possible embarrassment to the Bureau which could result, and instructed him (1) to prepare a more complete letter to the Bureau regarding the circumstances of this case and the reasons why a new complaint had not been filed by him immediately on receipt of Miami airtel of January 5, 1955, and (2) to submit a memo of explanation regarding his reasons for not filing the new complaint immediately upon receipt of Miami airtel of January 5, 1955.

The requested letter to the Bureau was received in rough draft form from SA STOMBAUGH on January 31, 1955, was typed, and was sent to the Bureau under the same date (1/31/55). The memo of explanation, dated January 29, 1955, was also received from SA STOMBAUGH on January 31, 1955. This memo was initialed for the file by the writer (as serial 40) and was not sent to the Bureau because the information contained in it duplicated that which was set forth in Richmond letter to the Bureau of January 31, 1955.

- (2) It was noted by the writer that Richmond letter to the Bureau of January 31, 1955, indicated that SA STOMBAUGH had filed a new complaint against subject, under authority of Assistant U. S. Attorney WILSON on January 26, 1955, with U. S. Commissioner WARREN, Bristol, Virginia, and that a warrant had been issued by Commissioner WARREN on that date. This letter indicated that Commissioner WARREN had advised that the

complaint and warrant would be immediately forwarded to the U. S. Marshal at Roanoke, Virginia, where subject was in custody of the U. S. Marshal. Roanoke is a distance of approximately 150 miles from Bristol where SA STOMBAUGH is a resident agent. AUSA WILSON has advised that he instructed SA STOMBAUGH to file the new complaint with the U.S. Commissioner at Bristol, Virginia because the U. S. Commissioner at Roanoke was then on a three week vacation and, therefore, unavailable. Although USC WARREN, Bristol, Virginia, advised SA STOMBAUGH on January 26, 1955 that he would immediately forward the new complaint and warrant to Roanoke, Virginia, as indicated in Richmond letter to Bureau of January 31, 1955, he now advises that he did not do so until January 28, 1955 because he became tied up on holding court proceedings in a rape case in Abingdon, Virginia. AUSA WILSON, Roanoke, Virginia, advised that he received the complaint and warrant from USC WARREN on January 31, 1955, and, on checking it, discovered that the complaint was defective in that it did not allege venue in Virginia. This was due to a typographical error on the part of USC WARREN, who prepared the complaint so as to allege that the stolen oranges had been transported to Tennessee rather than into Virginia. AUSA WILSON advised that he notified USC WARREN by letter of February 3, 1955 of the defective nature of the complaint and returned it to him with instructions that it be amended by him so as to allege venue in Virginia. On February 5, 1955, USC WARREN sent a letter to AUSA WILSON enclosing the amended complaint, now alleging venue in Virginia. This letter and the enclosed complaint and warrant were received by AUSA WILSON on the morning of February 7, 1955. Immediately upon receipt of these documents, AUSA WILSON notified SA HAROLD P. SETTLE, Resident Agent at Roanoke, Virginia on February 7, 1955. Within an hour of this notification on February 7, 1955, SA SETTLE had subject arraigned on the new complaint and warrant before USC FOX at Roanoke, Virginia.

From the above, it can be seen that the delay encountered in arraigning subject in Roanoke on the complaint filed January 26, 1955 at Bristol, Virginia was not due in any way to lack of supervision of this case. The delay was solely due to the typographical error committed by the U. S. Commissioner WARREN in drawing up the complaint in a defective manner so that it did not allege venue in Virginia and the delay resulting from the necessity of having the complaint amended. Subject was arraigned on the same date in which the amended complaint was received in Roanoke, Virginia from the U. S. Commissioner in Bristol, Virginia.

RH 15-1035

The writer would here like to point out that SA STOMBAUGH has advised that, on February 9, 1955, subject entered a plea of guilty to an information filed against him charging a violation of the TFIS statute and subject has been sentenced to serve a term of one year in the custody of the Attorney General. SA STOMBAUGH advised that he has submitted a rough draft report reflecting this disposition of the subject's case and this report will be immediately typed upon its receipt by the Richmond Office and sent to the Bureau. No embarrassment to the Bureau has, therefore, resulted from this case.

March 17, 1955

PERSONAL AND CONFIDENTIAL

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Richmond, Virginia

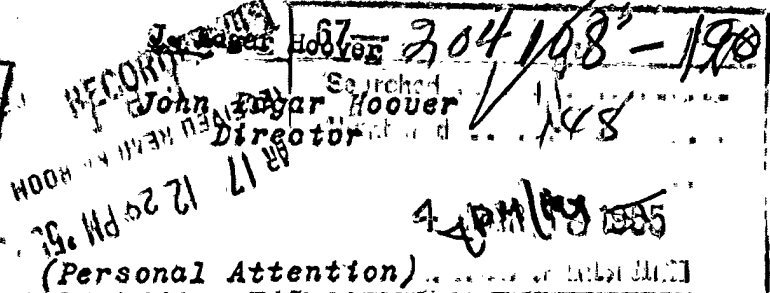
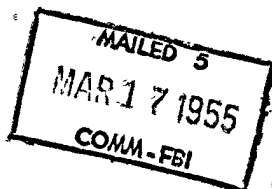
Dear Mr. Bishop:

The attention of the Bureau has been directed to your inadequate supervision of the Interstate Transportation of Stolen Motor Vehicle investigation involving Mr. and Mrs. [REDACTED]. It has been observed that you reviewed and approved for transmittal to the Bureau a report dated January 29, 1955, although this report failed to identify a confidential informant mentioned in the details. Moreover, when you furnished amended pages to this report on February 1, 1955, you did not furnish explanations from personnel responsible for this error or any recommendations as to administrative action in accordance with existing Bureau instructions.

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b7c

Errors of this nature are most serious and tend to reflect adversely upon your work performance record. Hereafter, you will be expected to perform your supervisory duties with more care and attention to detail in order that no further occasion will arise to criticize you in this manner.

Very truly yours,



Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

CC: SAC, Richmond (Personal Attention)  
SOG Richmond Field Office File

Above letter based on memo from Mr. Harbo to Mr. Tolson dated 3/11/55, RDH:cs

55 MAR 21 1955

March 15, 1955

PERSONAL AND CONFIDENTIAL

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Richmond, Virginia

Dear Mr. Bishop:

It has been noted by the Bureau that you approved for transmittal to the Bureau an investigative report prepared by an agent of the Richmond Division which contained certain deficiencies which you failed to note and have corrected. Specifically, in the report of Special Agent Mahlon R. Gerber, Jr., dated January 27, 1955, in the Deserter case involving [redacted] the synopsis did not agree with the details and the identity of a confidential informant was not properly protected.

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b7C

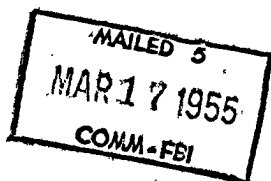
In view of the above you will be expected to exercise greater care in handling your supervisory duties in the future so that you will not again be chargeable with a similar failure.

RECORDED - 138

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director



CC: SAC, Richmond (Personal Attention)  
SOG Richmond Field Office File

The above letter based on memorandum of SAC, Richmond to the Director dated 2/24/55 captioned [redacted] Fugitive-Deserter.

b6  
b7C

55 MAR 21 1955

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI (26-189648)

DATE: 2/28/55

FROM : SAC, Richmond (26-11351) Attention: TRAINING &amp; INSPECTION DIVISION

SUBJECT: [REDACTED] wa.

MRS. [REDACTED]

ITSMV

was. - FUGITIVE

b6  
b7C

Rebulet 2/23/55.

This letter is being written by ASAC BISHOP since former SAC POTTER has departed on transfer and newly designated SAC GALE has not yet arrived.

For the Bureau's information, SA DONALD J. FISHER, whose report dated January 28, 1955 at Richmond in the above captioned case inadvertently failed to identify Informant T-1 on the Administrative Page, is no longer assigned to the Richmond Office and is presently assigned to the New York Office. For that reason it is not possible to obtain from him an explanation as to why he failed to include the identity of the Informant on the Administrative Page of the report submitted by him.

The report of SA FISHER was approved and initialed by ASAC THOMAS E. BISHOP. Mr. BISHOP states that he has no explanation for not noticing that the report of SA FISHER failed to identify Informant T-1 on the Administrative Page, other than that it was due to inadvertence on his part. Mr. BISHOP is fully aware of the necessity for identifying informants on the Administrative Pages of reports and assures that he will remain alert to prevent such an error occurring on a future occasion.

The error in the report of SA FISHER dated 1/28/55 was caught by ASAC BISHOP when reviewing the case on tickler on February 1, 1955. By reference to the No. 3 Cards of SA FISHER the identity of the Informant was ascertained by ASAC BISHOP and he immediately had corrected Administrative Pages prepared for transmittal to the Bureau and to the offices which had received copies of the report. ASAC BISHOP is aware that the corrected pages should have been transmitted to the Bureau by a cover letter, as provided in the Manual of Rules and Regulations, but felt, since the error was contained in a report which had been submitted just three days previously, and had been caught by the Richmond Office, that it would be sufficient in this case to submit the corrected pages to the Bureau and to the other offices by routing slip rather than letter. The Bureau is assured that ASAC BISHOP will see that Bureau instructions with regard to corrections in reports will be complied with in the future.

Enclosures (2)

TEB:MEW  
(5)RECORDED  
15  
FEB 28 1955

EXP. PROC.

PER. FILES

With regard to the amended pages designated for the other offices receiving copies of the report in this case, the Bureau has advised that these amended pages were sent to the Bureau rather than to the offices for whom designated. There are attached two copies of a memorandum submitted by Night Clerk DALE G. FORREST, who was on duty on the night of February 1, 1955, and probably would have been the employee who handled the outgoing mail on that date. It is noted that Mr. FORREST states that he does not recall handling the mail in question, but that he double-checks all outgoing mail to make sure that it is going to the designated offices. Mr. FORREST is a conscientious and hard-working employee and I believe, if the error was committed by him, it was due solely to inadvertence on his part.

RECOMMENDATIONS: Before making any recommendations for administrative action concerning this matter, it is noted that no embarrassment to the Bureau has resulted from the errors committed, inasmuch as no copies of the report of SA FISHER containing the page which failed to identify the Informant were disseminated outside of the Bureau. In addition, the error in the report of SA FISHER was caught by the Richmond Division three days after it had been made and the necessary corrective action was taken by the Richmond Division on its own initiative.

Inasmuch as no explanation has been secured from SA FISHER, who is presently assigned to the New York Office, it is not felt that any recommendation with regard to administrative action toward him can be made.

With regard to ASAC BISHOP, the provisions of SAC Letter No. 54-23 dated 5/4/54, and Section 4A (j) of the Manual of Rules and Regulations have been thoroughly reviewed by him and have been impressed upon him. I am sure that he will exercise more care in carrying out his duties in the future, both with regard to checking reports approved by him in a thorough manner, and in seeing that amended pages are submitted to the Bureau by cover letter. It is recommended that no additional administrative action be taken toward ASAC BISHOP.

With regard to Night Clerk FORREST, it is recommended that no further administrative action be taken concerning him. The necessity for care in forwarding of mail by Mr. FORREST, as well as all other clerical employees of the Richmond Office, has again been reiterated to them and the matter will be closely followed in the future.

Copies of this letter are being designated for the field personnel files of both ASAC BISHOP and Mr. FORREST.

Mr. Tolson

3/11/55

R. T. Harbo

[redacted] was. - FUGITIVE  
MRS. [redacted]  
ITSMV

b6  
b7C

SYNOPSIS

**BACKGROUND:** By routing slip dated 2/1/55 the Richmond Division furnished amended copies of the administrative page for the report of SA Donald J. Fisher dated 1/28/55 at Richmond. The routing slip furnishing the corrected pages was signed for then SAC A. T. Potter by Assistant Special Agent in Charge Thomas E. Bishop. It was indicated that the original report failed to identify a T informant mentioned in the details of the report. The amended pages corrected this situation. No explanations or recommendations were furnished by the Richmond Division. Upon receipt of this material at the Bureau, it was initialed for the file by SOG Supervisor Furman G. Boggan and no explanations or recommendations were requested.

**GOVERNING INSTRUCTIONS:** SAC Letter 54-23, 5/4/54, provides "In the future all errors to be corrected in reports after they have been forwarded to the Bureau must be submitted by cover letter containing an explanation for the error, together with two copies of any corrections to be made on reports previously disseminated." Section 4A 1 j, Manual of Rules and Regulations, provides, "Amended pages of reports are to be submitted to the Bureau by cover letter. The cover letter must contain an explanation for the error, recommendations for any administrative action, if necessary, together with two copies of the amended pages of reports."

Attachments

cc - Mr. Boardman cc-SOG Personnel Files:  
Mr. Rosen ASAC Thomas E. Bishop  
Mr. Mohr SA Donald J. Fisher  
SA Furman G. Boggan  
Clerk Dale G. Forrest  
Section Chief F. L. Price  
#1 Man E. H. Winterrowd  
Assistant Director A. Rosen  
SOG Files - Richmond Division  
Investigative Division

RDH:cs  
(17)

55 MAR 28 1955

RECEIVED  
MAR 14 1955



**EXPLANATIONS REQUESTED:** Bureau letter 2/23/55 to Richmond with copy to Investigative Division, prepared in connection with a survey conducted by Inspector H. C. Van Pelt covering such errors, called attention to foregoing instructions and requested field and SOG explanations. In addition to the above it was pointed out to the Richmond Division that amended pages of referenced report intended for the Knoxville, Baltimore and Norfolk Divisions had been misdirected to the Bureau. Explanations were also requested regarding this error.

**EXPLANATIONS RECEIVED:** By memorandum dated 2/24/55 Supervisor F. G. Boggan, Criminal Section, Investigative Division, advised that in his opinion this was an error of form and as such no explanation was necessary.

By memorandum dated 2/28/55 ASAC Thomas E. Bishop advised that he was preparing the explanations inasmuch as former SAC Potter had departed under transfer and SAC designate James Gale had not as yet arrived in Richmond.

Bishop advised that he approved and initialed the original report and that he had no explanation whatsoever for not noticing that SA Fisher had failed to identify informant T-1 on the administrative page. He stated that it was apparently due to inadvertence on his part, that he is fully aware of the necessity for identifying informants, and that he will remain alert to prevent such an error occurring in the future.

With respect to the misdirected copies of amended pages, Night Clerk Dale G. Forrest was identified as the employee who in all probability handled the outgoing mail on the night of 2/1/55. Mr. Forrest states that he does not recall handling the mail in question. He added that he makes it a practice to double check all outgoing mail that is going to designated offices. ASAC Bishop stated that Forrest is a conscientious, hard working employee and recommends no further administrative action.

ASAC I. D. MacLennan, New York Field Division, telephonically advised that SA Donald J. Fisher had submitted his explanation regarding this incident and that same was to be mailed to the Bureau immediately. MacLennan stated that in substance Fisher's explanation stated that he had dictated referenced report several days prior to his departure on transfer on 1/27/55 to the New York Division, and that to the best of his recollection he dictated the identity of Informant T-1 for the administrative page of the report. SA Fisher further advised that due to his expedite transfer from Richmond to New York he was unable to review the finished report and, consequently, had no opportunity to initial it.

ASAC MacLennan stated that SA Fisher's detailed explanation would reach the Bureau by Friday, March 11, 1955.

CONCLUSION: In view of the requirement that stenographic notes are to be destroyed after they become 30 days old, it appears that it will be impossible to resolve this situation. In view of this, it is not felt that there is any necessity of determining the identity of the Richmond stenographer and requesting her explanation. Certain responsibility still rests upon ASAC Bishop for having failed to note this omission at the time that he approved this report. In addition, the failure to submit explanations and recommendations on the part of Richmond and the failure to request same on the part of the Bureau supervisor resulted in unnecessary time and effort being expended on this matter and excessive correspondence.

#### RECOMMENDATIONS

(1) ASAC Thomas E. Bishop, Richmond....censure....for approving, in the first instance, an incomplete report and failing, in the second instance, to submit explanations and recommendations as to administrative action at the time that the amended pages were furnished the Bureau.

(2) SA Donald J. Fisher, New York....No action....  
Inasmuch as to the best of his recollection he dictated this information just prior to his departure on transfer to the New York Division.

(3) SA Furman G. Boggan, Criminal Section, Investigative Division....censure....for failing to request the necessary explanations and recommendations which resulted in excessive correspondence and a needless waste of time and money.

(4) Clerk Dale G. Forrest, Richmond....No action....  
Inasmuch as it was not definitely resolved that he was the individual responsible for misdirecting the amended pages intended for various field divisions, it is not felt he should be censured.

(5) Chief F. L. Price, Criminal Section, Investigative Division....Recommendation being submitted separately covering this and other similar matters.

(6) E. H. Winterrowd, #1 Man, Investigative Division....  
Recommendation being submitted separately covering this and other similar matters.

(7) Assistant Director A. Rosen, Investigative Division....  
No action....In view of his being previously censured for this and other similar matters.

PERMANENT BRIEFS OF SAC BISHOP AND SAs FISHER AND BOGGAN AND  
CLERK FORREST ARE ATTACHED.

DETAILS

Not repeated herein in view of being fully covered in  
synopsis and in the investigative file.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Rosen

DATE: March 17, 1955

FROM : C. A. Evans

SUBJECT: RICHMOND PACKERS, INC., ET AL.  
FAG - CONSPIRACY

Tolson	_____
Boardman	_____
Nichols	_____
Belmont	_____
Harbo	_____
Parsons	_____
Rosen	_____
Tamm	_____
Sizoo	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

Synopsis of report of SA J. Vernon Ballard, dated 3/7/55, at Richmond, incorrectly identified U. S. District Court Judge Sterling B. Hutcheson as Subject Sterling B. Hutcheson. Recommend ASAC Thomas E. Bishop and stenographer Vilma L. Chisholm of Richmond Division be censured for this error.

Richmond caught this error and brought it to the Bureau's attention by teletype dated 3/10/55. Copies of report disseminated at Seat of Government to G-2 and Records Administration Branch were appropriately corrected in ink (corrections were dated and initialed) prior to dissemination on 3/15/55.

Richmond memorandum of explanation reflects SA J. Vernon Ballard, who dictated the report, is a Resident Agent; he did not see report in final typed form. Stenographer's notes reflect he dictated word properly as Judge and not as Subject. He is absolved of responsibility.

Stenographer Vilma L. Chisholm explained shorthand outlines for "Judge" and "Subject" are similar and apparently she confused them in transcribing synopsis; however, Judge Hutcheson is identified correctly in details of report. She has no other explanation except the report dictated to her on afternoon of Friday, 3/4/55, as an expedite report. She is described by Richmond as an experienced, conscientious stenographer who rarely errs.

ASAC Thomas E. Bishop who approved report has no explanation to offer; he attributes failure to catch error to oversight. Richmond explanation notes Richmond Office caught its own error, notified Bureau 3/10/55, and was writing letter to USA, Richmond, on 3/10/55, pointing out error and requesting that USA's copy of report be corrected. In addition, Richmond was notifying auxiliary offices which received copies of report to make similar correction.

cc: Administrative Division  
cc: Consolidation, Records Section

EFPK:DC

(8)

67-204108-193

RECORDED - 136

*Censured Bishop - Thomas E.  
Bishop, Mrs. Vilma  
R. L. Chisholm - 4-1-55  
9/6/55*

*attach mgs  
18 APR 11 1955  
1 copy auto 1 1955  
4-7-55 (146)*

*3-jpm*

Memorandum to Mr. Rosen

Richmond memorandum points out this error was forcibly brought to attention of ASAC Bishop and Stenographer Chisholm and it was being made a matter of record in their error folders. No further administrative action concerning them was recommended.

RECOMMENDATIONS OF INVESTIGATIVE DIVISION

The Investigative Division feels that although this was a typographical error, it is of serious significance. It is an embarrassing situation for the Field to have to correspond with a USA pointing out that a Federal Judge was incorrectly identified in a report as a subject. Therefore, it is recommended:

- Reuter*  
*4-12* 1. That letters of censure be directed to ASAC Thomas E. Bishop and stenographer Vilma L. Chisholm admonishing them for their carelessness in this instance.
- 3/23* *John* *4/1*

2. That if the above recommendation is approved this memorandum be routed to the Administrative Division to prepare appropriate letters of censure.
- R*  
*John*  
*John*  
*John*

PERMANENT BRIEF OF MISS CHISHOLM'S PERSONNEL FILE IS ATTACHED

April 1, 1955

~~PERSONAL AND CONFIDENTIAL~~

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Richmond, Virginia

Dear Mr. Bishop:

It has come to the attention of the Bureau that you approved an investigative report prepared by another agent in the Richmond Division under date of March 7, 1955, in the case entitled "Richmond Packers, Inc., et al; Fraud Against the Government - Conspiracy." It was necessary to correct this report subsequently because a prominent individual was erroneously identified as a subject in the synopsis.

It was your responsibility to have noted this serious error in the report and to have it corrected at the time. You failed to do this and, therefore, it will be incumbent upon you hereafter to exhibit greater thoroughness and more attention to detail in the performance of your duties as Assistant Special Agent in Charge of the Richmond Office so that it will not again be necessary to criticize you in this manner.

Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director

NEM:epf  
(6)

CC: SAC, Richmond (Personal Attention)  
SOG Richmond Field Office File

Based on memo CAEvans to Mr. Rosen 3-17-55 ERK:dc.

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

89 APR 7 1955

RECORDED - 138

67-204108-194

APR 1 1955

APR 1 1955

APR 1 3 29 PM '55  
RECEIVED READING ROOM  
FBI  
U.S. DEPT. OF JUSTICE

Mr. Mohr

April 1, 1955

H. L. Edwards

SA JOSEPH A. AMRHEIN, JR.  
Richmond Division  
Senior Resident Agent -  
Fredericksburg  
EOD 5/12/47  
GS-12, \$7440  
Veteran; Not on Probation

ASAC THOMAS E. BISHOP  
Richmond Division  
EOD 6/30/41  
GS-14, \$9800  
Non Veteran  
Not on Probation

b6  
b7C

The investigative report of SA Amrhein dated 2/3/55 at Richmond in the Selective Service Act - Conscientious Objector case relating to [redacted] contained certain errors which were not detected by ASAC Bishop when he approved the report. The delinquencies noted in this report by the Investigative Division are as follows: ASAC Bishop failed to assign leads at Bridgewater, Virginia, mistakenly believing that the Resident Agent at Manassas covered Bridgewater, Virginia. He also failed to catch this omission when he approved SA Amrhein's report of 2/3/55 referring the case upon completion. Bishop also failed to note that the registrant's first name had been misspelled in the title of the report and the report did not reflect the attitude of a person interviewed as to disclosure of his identity.

SA Amrhein failed to ascertain and report the attitude of a person interviewed regarding disclosure of his identity and failed to ascertain and report whether this individual had any personal knowledge of the conscientious objector's views of the registrant.

Stenographer F. Elizabeth Cheatham typed the registrant's first name in the title as Careth instead of Gareth and did not note the error in proofreading. SAC advised that he had discussed these errors with the three employees involved, has recorded the errors in the error folders relating to the respective employees and will take these errors into consideration in the preparation of their next performance ratings and he recommends no further administrative action.

The Investigative Division recommends that SA Amrhein be censured for his lack of thoroughness in conducting the investigation and in reporting and that ASAC Bishop be censured for his failure to assign all leads in the case and for approving an investigative report which was incomplete and contained errors. Investigative Division recommends no administrative action against the stenographer since her error was of the

JIC:bak

(4)

Attachments (3)

26 APR 14 1955 Richmond Office Personnel File

Personnel File of ASAC Thomas E. Bishop

4-10-55 RELEASE 114 P

type described in SAC Letter 55-21 dated 3/10/55 and the SAC has made an appropriate notation of it in her error folder. Mr. Boardman concurred in the recommendations of the Investigative Division.

It is noted that the recommended action against ASAC Bishop in this case constitutes the fifth instance of supervisory derelictions on his part in connection with errors in reporting. He has previously been censured for failing to detect errors in reports approved by him on 3/4/55, 3/15/55, 3/17/55 and 4/1/55.

RECOMMENDATIONS OF THE ADMINISTRATIVE DIVISION:

(1) It is recommended that SA Amrhein be censured for his lack of thoroughness in conducting this investigation and in the report he submitted. This will be the first letter of censure directed to SA Amrhein because of errors in reporting.

(2) It is recommended that ASAC Bishop be censured and placed on probation inasmuch as his dereliction in this case constitutes the fifth censure of him because of errors in reports he approved.

(3) It is recommended that the stenographer not be censured in this matter in view of SAC Letter 55-21.

PERMANENT BRIEFS OF THE PERSONNEL FILES OF SA AMRHEIN, ASAC BISHOP AND STENOGRAPHER CHEATHAM ARE ATTACHED.



DIRECTOR, FBI (46-19740)

3-10-55

SAC, RICHMOND (46-719)

RICHMOND PACKERS, INC., ET AL  
FAC - CONSPIRACY

Rerep SA (A) J. VERNON BALLARD dated 3-7-55 at Richmond and Richmond teletype dated 3-10-55.

As the Bureau was advised in retel, there is an error in line five of the Synopsis of rerep in that Judge STERLING B. HUTCHESON is referred to as "Subject". The Bureau is requested to delete the word "Subject" in this line of the Synopsis and to insert the word "Judge".

For the information of the Bureau, this report was dictated by SA (A) J. VERNON BALLARD on 3-4-55 and he, being a Resident Agent, did not see the report in its final typed form. The notes of the stenographer, Mrs. VILMA L. CHISHOLM, reflect that he correctly referred to Judge HUTCHESON in dictating the Synopsis of the Report. Therefore, there is no fault on the part of SA BALLARD in connection with this error.

Mrs. CHISHOLM has advised that the Speedwriting legends, the type of shorthand used by her, for the words "Judge" and "Subject" are very similar and she apparently confused them in typing the Synopsis of the report, although Judge HUTCHESON is correctly referred to in another place in the Synopsis and throughout the details of the report. Mrs. CHISHOLM advises that she is familiar with the position held by Judge HUTCHESON and has no explanation to offer for the error, other than the fact that the report was dictated to her on the afternoon of Friday, March 4, 1955 as an expedite report. In her desire to see that the report was typed and submitted very promptly, she failed to notice the error in the Synopsis when proofreading the stencil. It should be pointed out that Mrs. CHISHOLM is an experienced stenographer who is extremely conscientious with regard to the accuracy of reports typed by her. It is a very rare occurrence when any errors whatever are found in reports typed by Mrs. CHISHOLM.

This report was read and approved by ASAC THOMAS E. BISHOP. ASAC BISHOP advises that he has no explanation whatever to offer for not catching the error in the Synopsis of this report and can only attribute it to oversight on his part in reading the report prior to approval.

It should also be pointed out that this error has been caught by the Richmond Office and prompt action, in the form of Richmond teletype to the Bureau of 3-10-55, has been taken to correct it.

TEB:OTC

26 APR 13 1955

Letter to Bureau

3-10-55

Re: RICHMOND PACKERS, INC., ET AL

For the Bureau's information, a separate letter is being directed today to the United States Attorney at Richmond, Virginia, pointing out the error in the Synopsis of the report and requesting him to change his copy of it. In addition, a letter is being directed today to the Philadelphia and Seattle Offices requesting those offices to correct this error in their copies of this report.

RECOMMENDATIONS:

With regard to SA BALLARD, he is, as pointed out above, not at fault in this matter.

With regard to ASAC BISHOP and Mrs. CHISHOLM, this matter has been forcibly brought to their attention and the necessity for care in their duties has been pointed out to them by me. Copies of this letter are being prepared for the error folders of these two employees, and it is recommended that no further administrative action be taken concerning them.

April 11, 1955

~~PERSONAL AND CONFIDENTIAL~~

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Richmond, Virginia

Dear Mr. Bishop:

The attention of the Bureau has been directed to your inadequate supervision of the Selective Service Act, 1948 - Conscientious Objector case involving [redacted]. It has been observed that you failed to assign leads for investigation at Bridgewater, Virginia, because you mistakenly believed that the Resident Agent at Manassas, Virginia, covered the area of Bridgewater. Moreover, you did not detect this omission when you approved the report referring this case upon completion to the office of origin under date of February 3, 1955. In addition, you failed to note that this report did not reflect the attitude of a person interviewed as to the disclosure of his identity in accordance with Bureau regulations.)

b6  
b7C

This is the fifth occasion during the past five weeks on which the Bureau has found it necessary to call your attention to your failure to detect errors in reports approved by you. In view of your weaknesses in this regard you are being placed on probation. In the future it will be necessary for you to perform your supervisory duties more efficiently if you are to remain in your present assignment.

*Mr. Harbo advised of probation  
by R/S, 4/11/55 JIC*

COMM - FBI

APR 12 1955

MAILED 20

RECORDED - 123

61-204108-195  
Very truly yours,

J. Edgar Hoover

John Edgar Hoover  
Director, FBI  
April 11, 1955

CC: SOG Richmond Field Office File

Leave  
Movement

Mrs. Wackerman

CC: SAC, Richmond (Personal Attention)

ADDENDUM: The work performance of ASAC Bishop should be closely supervised for the next 90 days and at the expiration of that time a special performance rating report should be submitted together with a recommendation as to his removal from probation. (Based on memo H. L. Edwards to Mohr, 4-1-55, JIC:bak)

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

58 APR 15 1955

*for*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: 3-2-55

FROM: SAC, RICHMOND (25-10022)

SUBJECT: 

SSA #48; CO

b6  
b7C

*THOMAS E. Bishop*

Re Bureau O-17 Form dated 2-14-55 and report of SA JOSEPH A. AMRHEIN, JR. dated 2-3-55 at Richmond. Although Bureau O-17 form instructed that a corrected report be submitted, this matter is being handled in accordance with the subsequent instructions received from the Bureau in Bureau teletype to all SAC's dated 2-21-55 entitled "Report Writing".

The following changes should be made by the Bureau and Baltimore on copies of rerep designated for them. In addition, the Baltimore Office is requested to direct a letter to the United States Attorney at Baltimore requesting him to make the first three of the following changes on the copy of rerep which was designated for him:

- (1) The first name of the registrant should be  rather than
- (2) The following paragraph should be added to the details of the report as paragraph two of Page 1 of the details of the report:

"Reverend SMITH further advised that he is willing to have his identity revealed. He stated he does not have personal knowledge concerning the conscientious objection views of the registrant since he left Maryland in all probability before the registrant filed his conscientious objection. However, he reiterated that he still feels if the registrant filed such a conscientious objection, he is sincere in this objection."

b6  
b7C

- (3) The status of the report should be changed from RUC to Pending both immediately following the synopsis and following the details on Page 2.
- (4) The following lead should be inserted on the administrative page (Page 3 of the report) immediately above the Reference:

Richmond Division:At Bridgewater, Va.

Will conduct appropriate investigation at Bridgewater

JHG:GTC

2CC/Baltimore (25-19770)

(11)

58 APR 20 1955

SEE PAGE 3A

67-204102-5196

5 APR 14 1955

FBI - BALTIMORE

*6 Bishop*

*memo to myr Joseph*

*4-1-55*

*3/22/55*

*SLASH*

Letter to Director

3-2-55

Re: [REDACTED]

b6  
b7C

College where registrant was enrolled from 1947 to 1949, for the purpose of ascertaining the validity of his claim as a conscientious objector.

EXPLANATIONS:

The report of SA JOSEPH A. ~~AMRHEIN~~, JR. dated 2-3-55 at Richmond was typed by Stenographer F. ELIZABETH ~~CHEATHAM~~. The case is supervised on the desk of ASAC BISHOP.

Rerep carried the first name of the registrant as [REDACTED] rather than [REDACTED] due to a typographical error. This error was not caught by either the Stenographer or ASAC BISHOP because of inadvertence on their part and because of similarity in the appearance between the letters C and G. This error has been brought to the attention of both of these employees and I am assured that they will exercise more care in the future.

b6  
b7C

The statement concerning SMITH's willingness to have his identity revealed was not incorporated into SA AMRHEIN's report because it was felt by him that this was affirmative in nature. SA AMRHEIN advises he would have included such a statement in his report if SMITH had indicated he did not wish his identity revealed, but that he did not feel it was necessary in this instance, particularly since the interview with SMITH failed to reflect that he had any personal knowledge concerning the conscientious objection views of the registrant. With regard to SMITH having personal knowledge of the conscientious objection views of the registrant, it is pointed out SMITH left Maryland prior to any declaration of conscientious objection on the part of the registrant. It was pointed out in the details of SA AMRHEIN's report that SMITH advised "if [REDACTED] has filed a conscientious objection to serve with the armed forces, he feels that [REDACTED] is sincere in his beliefs...". It was felt by both SA AMRHEIN and ASAC BISHOP that such a statement was sufficient and, therefore, no positive statement was made in the details of the report indicating whether or not SMITH had personal knowledge of the conscientious objection.

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b7C

With regard to the status of the report of SA AMRHEIN, ASAC BISHOP advises this is primarily due to his fault. ASAC BISHOP states that when the case was opened by him on January 24, 1955, he assigned it to SA AMRHEIN who covers Manassas, Virginia, but did not make a lead for the Agent covering Bridgewater, Virginia. ASAC BISHOP advises he had only been in the Richmond Office approximately one week and, in looking up the county in which Bridgewater is located, incorrectly noted it on the Atlas as being a county within the area covered by Resident Agent AMRHEIN and for that reason he incorrectly failed to make a lead for the Resident Agent covering Bridgewater. When SA AMRHEIN's RUC rough draft report was submitted, containing only the coverage of the leads at Manassas, ASAC BISHOP failed to note

Letter to Director

3-2-55

Re:

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b7c

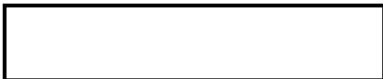
that the investigation at Bridgewater had not yet been completed and, therefore, he approved the RUC report. Investigation has been instituted at Bridgewater, Virginia and will be completed in the immediate future. Upon completion of the investigation at Bridgewater, an RUC report will be submitted by the Richmond Office. This report will be submitted no later than March 8, 1955.

Both ASAC BISHOP and SA AMRHEIN regret the errors which were made in the report and I have forcibly impressed upon both of them the necessity for care in their work.

RECOMMENDATIONS:

It is not recommended that any additional administrative action be taken against SA AMRHEIN, ASAC BISHOP or Stenographer CHEATHAM with regard to this matter, since I have discussed it with all of them and feel that such errors will not occur in the future. Copies of this letter, however, have been designated for the error folders of these employees and will be taken into consideration at the preparation of their next performance ratings.

COMMENTS AND RECOMMENDATIONS OF INVESTIGATIVE DIVISION SET FORTH ON ATTACHED PAGE 3A.



SSA '48; CO

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b7c

ASAC Bishop failed to assign leads at Bridgewater, Virginia mistakenly believing RA covering Manassas covered Bridgewater. Also failed to catch this omission when he approved the RUC report of SA Joseph A. Amrhein, Jr., dated 2/3/55, at Richmond. Also failed to note registrant's first name misspelled in title of report and report did not reflect attitude of person interviewed as to disclosure of identity. SA Amrhein failed to ascertain and report attitude of person interviewed re disclosure of identity and to ascertain and report whether he had any personal knowledge of CO views of registrant. Stenographer F. Elizabeth Cheatham typed registrant's first name in title as [redacted] instead of [redacted] and did not note error in proofreading. SAC recommended no administrative action against SA Amrhein, ASAC Bishop or Stenographer Cheatham since he has discussed these errors with them and feels that such errors will not occur in the future. SAC states this matter will be recorded in the error folders of these employees and will be taken into consideration in the preparation of their next performance ratings.

b6  
b7c

Investigative Division recommends letters of censure to:

(1) ASAC Bishop for failure to assign all leads in case and for approving report which was incomplete and included errors.

(2) SA Amrhein for lack of thoroughness in investigation and reporting.

No administrative action is recommended against Stenographer Cheatham since her error is of the type described in SAC Letter 55-21 dated 3/10/55 and SAC has made notation of this error in employee's error folder and it will be taken into consideration in preparation of her next performance rating.

*HM*  
*new*  
*3*  
*Ru*  
*graw*  
*JB*

DIRECTOR, FBI (52-65374)

3/31/55

SAC, RICHMOND (52-2003)

[REDACTED], wa.

Hospital Aide  
Veterans Administration Hospital  
Richmond, Virginia  
TGP

b6  
b7c

44-6167-6/17-204  
Rerep SA W. HERSHEL CAVER dated 3/3/55 at Richmond and Bureau Error Form (0-17) dated 3/22/55 in which it was pointed out that the title in rerep failed to contain the position and employing agency of subject, who was a government employee prior to his resignation on 2/23/55, and also that a blank memorandum concerning subject was not transmitted for dissemination.

I have discussed this matter with SA CAVER, who dictated the report, and with ASAC THOMAS E. BISHOP, who approved the report. Both of them have advised me that the failure to include the position and place of employment of subject in this report was a complete oversight and that they will exercise vigilance in the future to insure against recurrence of this type of error. Insofar as failure to furnish the Bureau with blank memorandum regarding the subject is concerned, this was delayed for the purpose of being in a position to report court action against subject in U. S. District Court.

The original of the 0-17 form is returned herewith.

Title of referenced report has been amended on those copies in possession of this office.

There is attached a blank memorandum (original and four copies) concerning subject for transmittal to the Civil Service Commission.

RECOMMENDATION: No administrative action is recommended in this case since the omission was a form error. Copies of this memorandum are being placed in the error folders of SA CAVER and ASAC BISHOP.

Encls. 6  
JHG/vlc  
(7)

58 APR 20 1955



April 14, 1955

PERSONAL AND CONFIDENTIAL

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Richmond, Virginia

Dear Mr. Bishop:

Your inadequate supervision of a phase of the Theft of Government Property investigation involving Robert Wardels Davis, Jr., has come to the attention of the Bureau. You reviewed and approved a report submitted under date of March 3, 1955, although this report failed to contain in the title the status of the subject as a Government employee as required by existing regulations. Furthermore, the required blank memorandum concerning the subject was not transmitted to the Bureau for dissemination to the Government agency employing the subject.

It is evident that you did not properly perform your duties in this instance. Hereafter, it will be necessary for you to exhibit closer observance of existing Bureau regulations in carrying out your supervisory assignments in order that there will be no further necessity to criticize you in this manner.

Very truly yours,

COMM - FBI

APR 14 1955

MAILED 31

J. Edgar Hoover

John Edgar Hoover  
Director

cc: SOG Richmond Field Office File

cc: SAC, Richmond (Personal Attention)

Based on memo from SAC, Richmond dated 3/31/55 JHA/vlo

NOTE: By letter dated 4/11/55 Bishop was censured and placed on probation on the occasion of his fifth instance of supervisory dereliction in connection with the approval of investigative reports.

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

26 APR 20 1955

RECEIVED READING ROOM  
APR 14 2 36 PM '55  
U.S. DEPT. OF JUSTICE

# FEDERAL BUREAU OF INVESTIGATION UNITED STATES DEPARTMENT OF JUSTICE

## REPORT OF PERFORMANCE RATING

*Walters*  
*Alston*  
*Shyler*

Name of Employee: THOMAS E. BISHOP

Where Assigned: RICHMOND  
(Division) (Section, Unit)

Payroll Title: ASSISTANT SPECIAL AGENT IN CHARGE - GS-14

Rating Period: from 4-1-54 to 3-31-55

ADJECTIVE RATING: SATISFACTORY  
Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

T&B

Rated by: James H. Gale Special Agent in Charge 4-13-55  
JAMES H. GALE Title Date

Reviewed by: J. P. Mohr Assistant Director APR 21 1955  
Signature Title Date

Rating approved by: J. P. Mohr Assistant Director APR 21 1955  
Signature Title Date

*SAC advised re change  
in item # 21  
re*

TYPE OF REPORT

(x) Official  
(x) Annual

67-204108-198

Searched \_\_\_\_\_  
Numbered 141  
Administrative

( ) 60-day  
6 APR 19 1955

RECORDED

FEDERAL BUREAU OF INVESTIGATION

( ) Separation from service  
( ) Special

THREE

70  
26 APR 27 1955

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee THOMAS E. BISHOPAssistant Special Agent  
Title in Charge - GS-14Rating Period: from 4-1-54 to 3-31-55

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.  
 Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out on the reverse of form FD-185.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out on the reverse of form FD-185.

- ✓ (1) Personal appearance.  
+ (2) Personality and effectiveness of his personal contacts.  
+ (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  
✓ (4) Physical fitness (including health, energy, stamina).  
✓ (5) Resourcefulness and ingenuity.  
+ (6) Forcefulness and aggressiveness as required.  
+ (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.  
+ (8) Initiative and the taking of appropriate action on own responsibility.  
+ (9) Planning ability and its application to the work.  
✓ (10) Accuracy and attention to pertinent detail.  
+ (11) Industry, including energetic consistent application to duties.  
+ (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  
✓ (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'knowhow' of application.  
0 (14) Technical or mechanical skills.  
+ (15) Investigative ability and results:  
     + (a) Internal security cases  
     + (b) Criminal or general investigative cases  
     + (c) Fugitive cases  
     + (d) Applicant cases  
     + (e) Accounting cases  
0 (16) Physical surveillance ability.

- + (17) Firearms ability.  
+ (18) Development of informants and sources of information.  
+ (19) Reporting ability:  
     + (a) Investigative reports  
     + (b) Summary reports  
     + (c) Memos, letters, wires  
     (Consider: + conciseness; + clarity; + organization; + thoroughness; + accuracy; + adequacy and pertinency of leads; + administrative detail.)  
0 (20) Performance as a witness.  
+ (21) Executive ability:  
     + (a) Leadership  
     + (b) Ability to handle personnel  
     + (c) Planning  
     + (d) Making decisions  
     + (e) Assignment of work  
     + (f) Training subordinates  
     + (g) Devising procedures  
     + (h) Emotional stability  
     + (i) Promoting high morale  
     + (j) Getting results  
+ (22) Ability on raids and dangerous assignments:  
     + (a) As leader  
     + (b) As participant  
+ (23) Organizational interest, such as making of suggestions for improvement.  
+ (24) Ability to work under pressure.  
+ (25) Miscellaneous. Specify and rate:  
     + Dictation ability  
     + Automobile driving ability

- A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Assistant Special Agent in Charge
- B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk Man & Speaker
- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)
- D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

THOMAS E. BISHOP  
Assistant Special Agent in Charge  
Richmond Division  
ANNUAL REPORT

ASAC Bishop presents a very good personal appearance and has a very pleasing personality. He definitely has the knack of meeting people and makes a favorable impression on them. He gets along very well with law enforcement officers and leaders in the community.

He has been Assistant Special Agent in Charge of the Richmond Office since January 17, 1955. Prior to this time he was assigned as a Supervisor at the Seat of Government. He supervises the majority of the Criminal and Applicant type investigations in the Richmond Office. (He handles his work with a great deal of vigor and enthusiasm and is extremely conscientious.) He devotes a substantial amount of his personal time to Bureau business. (He has an excellent knowledge of Bureau policies and procedures. He is above average in intelligence and exercises very good judgment in connection with his assignments. He is rated excellent in dictation ability, handles a large volume of work and has been conscientious in securing adherence to deadlines. ASAC Bishop has handled the office on a number of occasions during my absence and has done so in a highly capable manner. He has displayed considerable initiative in connection with the handling of his assignments.)

ASAC Bishop is an excellent Bureau speaker and I have received some very favorable comments concerning some of the speeches which he has made. He has testified in Federal Court on many occasions and is a highly competent witness. He is in excellent health and is fully qualified to participate in and lead raids and arrests of dangerous subjects. He is an administrative firearms man. His firearms scores are definitely above average and he has a working knowledge of defensive tactics. He is an Inspector's Aide and has had considerable experience in this regard. He definitely has demonstrated the ability to handle any type of complicated assignments. He has not as yet participated in the Bureau's Incentive Awards Program.

During the rating period ASAC Bishop has received four letters of censure for inaccuracies in communications approved by him. On two of these instances the inaccuracies were caught by ASAC Bishop shortly after the communication was sent to the Bureau and were brought to the Bureau's attention by Mr. Bishop. These letters of censure have been taken into consideration in preparing this performance rating. I believe that possibly ASAC Bishop's difficulty in this regard is that he attempts to work too fast. This has been called to his attention and it is believed he will overcome this tendency with additional experience.

ASAC Bishop is interested in advancing in the Bureau's service and I feel that with additional experience he has potentialities for added responsibility.

He has administrative and executive ability. / He is definitely loyal to the Bureau and is an asset to it. He is developing in a satisfactory manner as Assistant Special Agent in Charge and is entitled to a rating of Satisfactory.

*James H. Gale*

JAMES H. GALE  
Special Agent in Charge

JHG:GTC

Employee's Initials T2B

RECEIVED  
JAN 10 1950  
U.S. DEPT. OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION  
WASHINGTON, D.C.

Copy 62

TO : DIRECTOR, FBI

DATE: 3-8-55

FROM : SAC, RICHMOND (67-98)

ATTENTION: RESEARCH (CRIME  
RECORDS)

SUBJECT: SPEECH MATTERS

Re SAC Letter 55-19, Section (F) dated 3-1-55.

There is set forth below, divided by Headquarters City and Resident Agencies, the individuals who are recommended by me as necessary to carry out the Bureau's policy with regard to speech matters:

Headquarters City:

SAC JAMES H. GALE  
ASAC THOMAS E. BISHOP  
SA HERSHEL CAVER  
SA RANDOLPH E. TROW

Resident Agencies:

Alexandria

SA WOODROW P. LIPSCOMB  
Senior Resident Agent

Bristol

SA DEAN W. GASTEIGER  
Senior Resident Agent

Danville

SA MELVIN J. YANCEY  
Senior Resident Agent

Harrisonburg

SA WILLIS A. BENNER  
Senior Resident Agent

Lynchburg

SA JOHN E. FREESE  
Senior Resident Agent

Roanoke

SA GEORGE R. FLETCHER  
Senior Resident Agent

Winchester

SA WILLIAM H. PRYOR  
Senior Resident Agent

It will be noted from the above that, although Bureau speakers are assigned to Resident Agencies at Radford and Fredericksburg, no recommendation is being made for Agents in these Resident Agencies to handle Bureau speeches under the new policy.

TEB:GTC  
(3)

99 APR 22 1955

It is contemplated that speech requests received from territories covered by these Resident Agencies as well as the Resident Agency at Petersburg, Virginia, to which no Bureau speaker is assigned, will be handled by the SAC or the ASAC whenever possible, and, when not possible, by the designated Bureau speaker in the adjoining Resident Agency.

It will be noted that, in addition to the SAC and the ASAC in the Headquarters City, it is being recommended that SA's CAVER and TROW also be approved to handle Bureau speaking engagements in the Headquarters City area. This is being done because of the large area covered by the Richmond Division and the fact that it is often necessary for the SAC or the ASAC to be away from the Headquarters City for several days continuously and thus make it necessary, if two additional Agents were not approved, for many speaking engagements to be declined in the Headquarters City area. Both SA's CAVER and TROW are experienced, capable Agents who make excellent appearances, are well versed in Bureau policies, and are excellent speakers. I feel that these two Agents can represent the Bureau in an exceptionally fine manner and for that reason recommend that they be approved, along with the SAC and ASAC to handle Bureau speeches in the Headquarters City area.

With regard to SA WOODROW P. LIPSCOMB, the Senior Resident Agent at Alexandria, it is noted that only six speaking engagements were handled during the past year in this Resident Agency. This is due to the fact, however, that many speaking engagements in northern Virginia are handled directly by Bureau representatives. Alexandria is, however, approximately 110 miles from Headquarters City and is an area having an extremely large population. It is anticipated that the number of speaking engagement requests from that area will increase and, therefore, I feel that it would be economical and wise for SA LIPSCOMB to be designated to handle speaking engagements out of the Alexandria Resident Agency. SA LIPSCOMB is a veteran of the Bureau's service and is a qualified Bureau speaker who is well known and well thought of in the Alexandria area. I feel that he can very capably represent the Bureau in speaking engagements.

With regard to the Bristol Resident Agency, I am recommending that SA DEAN W. GASTEIGER, the Senior Resident Agent, be approved to handle speaking engagements in that area. Bristol is approximately 350 miles from the Headquarters City Office and, because of the amount of travel involved, it would be necessary to decline a great number of speaking engagements in that area if they could be handled only by the SAC or ASAC. SA GASTEIGER is an approved Bureau speaker and is a mature, experienced Agent who can very capably represent the Bureau.

With regard to the Danville Resident Agency, it is being recommended that SA MELVIN J. YANCEY, the Senior Resident Agent, be approved to handle speaking engagements in that area. Here again the distance between Danville and Headquarters City would necessitate that a great number of speaking engagements would have to be declined if SA YANCEY were not available to handle them, and it is contemplated that he can assist in handling speaking engagements in the adjoining area covered by the Radford Resident Agency, since no Senior Resident Agent in that area is being recommended, in view of the changed policy. SA YANCEY makes a good appearance, is a qualified Bureau speaker and Police Instructor and has always handled his speaking engagements in a very capable manner.

With regard to the Resident Agency at Harrisonburg, it is being recommended that SA WILLIS A. BENNER be approved to handle speaking engagements in that area. SA BENNER is the Senior Resident Agent, is an experienced, mature Agent and makes a good appearance as a Bureau speaker. Although the number of speaking engagements in the Harrisonburg area has been small in the past, it should be pointed out that the mountainous area in which it is located makes it somewhat inaccessible and difficult to travel to. For that reason it is felt it would be economical to have SA BENNER approved to handle speaking engagements in that area and he is, therefore, being recommended.

With regard to the Lynchburg Resident Agency, it is being recommended that Senior Resident Agent JOHN E. FREESE be approved to handle speaking engagements in that area. It is noted that last year a total of twelve speeches were given in the Lynchburg area. SA FREESE is a mature, experienced Agent who makes a good appearance and is a qualified Bureau speaker.

With regard to the Roanoke Resident Agency, this office presently has three approved Bureau speakers assigned to that Resident Agency, but it is being recommended that only Senior Resident Agent GEORGE R. FLETCHER be approved to handle speaking engagements in that area in the future. It is contemplated that Agent FLETCHER, in addition to handling speaking engagements within the area covered by his Resident Agency, will also assist in covering speaking engagements within the adjoining area covered by the Radford Resident Agency. Roanoke is approximately 170 miles from the Headquarters City and it is felt in view of the distance, that it would be desirable especially from an economical point of view, to have the Senior Resident Agent there approved to handle speaking engagements.

With regard to the Winchester Resident Agency, it is being recommended that Senior Resident Agent WILLIAM H. PRYOR be approved to handle speaking engagements in that area. Winchester is located



COPY 146

approximately 130 miles from Headquarters City and a large number of speaking engagements are received from that area. In view of the distance between Winchester and Headquarters City, it is felt that it would be economical to have SA PRYOR available to handle some of these speaking engagements when it is not possible for the SAC or ASAC to do so. For these reasons it is being recommended that SA PRYOR be approved to handle speaking engagements.

All of the above Agents who have been recommended have previously been approved as Bureau speakers. It is felt that the number of individuals recommended above is the absolute minimum with which this office could effectively carry out the Bureau's desires with regard to speaking engagements. It is understood, of course, by me that that the approval of the above individuals by the Bureau will in no way relieve me of the duty to assume responsibility with regard to the speaking program and that speeches will be handled by me or by the ASAC whenever practical or economical to do so.

DIRECTOR, FBI (26-181314)

3-24-55

SAC, RICHMOND (26-10996)

~~PERSONAL AND CONFIDENTIAL~~

[REDACTED]

ITSMV

b6  
b7C

ReBuairtel 3-21-55 advising that information was received from the Bureau of Prisons that subject [REDACTED] received only a six months' sentence instead of an eighteen months' sentence, as reflected in the report of SA J. VERNON BALLARD dated 1-25-55 at Richmond. It has been determined that the correct sentence for subject [REDACTED] was six months rather than eighteen months and, therefore, copies of an amended report, copies of an amended Parole Report, and a disposition sheet are attached hereto. In addition, a letter has been written by this office to the United States Attorney at Richmond, Virginia advising him to change his copy of the report to reflect the correct sentence as six months rather than eighteen months. Also, Pittsburgh has been advised by letter to make the same corrections on its copies of the report and has been requested to direct a letter to the United States Attorney at Pittsburgh requesting that he make the corrections on his copy of the report.

Attached hereto is an explanation from SA J. VERNON BALLARD indicating that he has no explanation for the error which he made and he indicates that he possibly misinterpreted his notes while preparing the reports in this case. In view of the fact that SA BALLARD is unable to furnish any reasonable explanation for this error, it is recommended that a letter of censure be directed to him for the careless manner in which he prepared this report.

There is also attached hereto the explanation of ASAC THOMAS E. BISHOP, who approved this report. His explanation indicates that he was in no position to verify the information contained in the report of SA BALLARD and also there was no opportunity for him to be aware of the incorrect information contained therein regarding the sentence and to take any corrective action.

It is definitely recommended that no administrative action be considered insofar as ASAC BISHOP's supervision of this case is concerned. I certainly concur with him that he was in no position to know from reading the report whether the sentence should have been six months or eighteen months and there was absolutely no way for him to verify this information in a supervisory capacity. As the Bureau knows, there are certain errors in reports which can be detected by an individual supervising and reviewing the file and reports. However, this particular error is not in that category. It is one of those situations where a supervisor has to rely on an Agent for the accuracy of a particular fact.

JHG:GTC  
Enclosures (12)

Searched  
Numbered

2 APR 20 1955

FEDERAL BUREAU OF INVESTIGATION

26 APR 25 1955

ORIGINAL FILED IN 7-4-11-1

# Office Memorandum • UNITED STATES GOVERNMENT

TO : SAC

DATE: 3-23-55

FROM : THOMAS E. BISHOP, ASAC

SUBJECT:

ITSMV

b6  
b7C

For your information, I initialed for approval the report of Special Agent J. VERNON BALLARD dated 1-25-55 at Richmond which reports that subject was sentenced to eighteen months. It has now been ascertained that SA BALLARD made an error in reporting the sentence for subject  as being eighteen months and that his actual sentence was only six months.

Since the writer was not in a position to verify the information contained in the report of SA BALLARD dated 1-25-55, there was no opportunity for the writer to be aware of the incorrect information contained in it regarding the sentence and to take any corrective action.

TEB:GTC

ENCLOSURE 67-264105-199

## Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: 6-8-55

FROM: *JRS* SAC, RICHMONDATTENTION: PERSONNEL SECTIONSUBJECT: THOMAS E. BISHOP  
ASSISTANT SPECIAL AGENT IN CHARGE  
PHYSICAL CONDITION

There are attached herewith the results of the annual physical examination afforded ASAC Bishop at the U.S. Naval Hospital, Portsmouth, Virginia on 5-26-55. It is noted that it is recommended that ASAC Bishop have follow-up ECG about the middle of June, 1955. Arrangements will be made for Mr. Bishop to have this follow-up examination and the Bureau will be advised as soon as the results are received.

/GTC

Enclosures (3)

.46  
ENCL 1/18/55

3 det - mye

Noted in  
Phys. Unit.  
4 tickler unit.  
RUB/mye

RECORDED-146

67-204108-260	
Searched	
Numbered	75
JUN 13 1955	
FEDERAL BUREAU OF INVESTIGATION	

478  
67 JUN 17 1955

File  
RUB/mye

entered on card 6-16-55 jfm

#39. Deformity of finger nail of 5th finger, right hand.  
VSULA.

not diagnostically  
abnormal. 6R

67 JUN-17 1955

Hemoglobin 105%.  
Sedimentation rate 6 mm/hr.

14-02289-

JUNE

JUN 1

MEASUREMENTS AND OTHER FINDINGS

51. HEIGHT <b>73 1/2</b>	52. WEIGHT <b>165</b>	53. COLOR <b>Brown</b>	54. COLOR <b>Blue</b>	55. BUILD <b>Slender</b> SLENDER <input checked="" type="checkbox"/> MEDIUM <input type="checkbox"/> HEAVY <input type="checkbox"/> OBSE <input type="checkbox"/>	56. <b>98.4</b>
57. BLOOD PRESSURE <b>124</b> / <b>124</b> / <b>108</b> (mm at heart level)		58. PULSE (Ar <b>70</b> / <b>106</b> / <b>113</b> (b/min))		59. <b>104</b> / <b>105</b> / <b>105</b>	
SITTING SYS. <b>60</b> DIAS. <b>40</b>	RECUM- BENT SYS. <b>62</b> DIAS. <b>40</b>	STANDING (5 min.) SYS. <b>66</b> DIAS. <b>40</b>	SITTING SYS. <b>70</b> DIAS. <b>40</b>	AFTER SYS. <b>106</b> DIAS. <b>105</b>	RECUM- BENT SYS. <b>104</b> DIAS. <b>105</b>
59. <b>30</b> DISTANT VISION <b>20-1</b>		60. <b>2.50</b> REFRACTION <b>10.25</b>		61. <b>3814</b> NEAR VISION <b>10.25</b>	
RIGHT 20/ <b>30</b>	CORR. TO 20/ <b>20-1</b>	BY <b>1.75</b>	S. <b>10.75</b>	CX <b>90</b>	CORR. TO <b>381</b>
LEFT 20/ <b>30</b>	CORR. TO 20/ <b>20-1</b>	BY <b>1.75</b>	S. <b>10.75</b>	CX <b>90</b>	CORR. TO <b>381</b>
62. METEOROPHORIA: (Specify distance) ES° EX° R. H. L. H. PRISM DIV. PRISM CONV. PC PD					
63. ACCOMMODATION RIGHT <b>15</b> LEFT <b>15</b>		64. <b>100</b> Rev (1949 10/18) <b>100</b>		65. <b>100</b> Rev (1949 10/18) <b>100</b>	
66. FIELD OF VISION		67. NIGHT VISION (Test used and score)		68. RED LENS	
69. INTRAOCULAR TENSION		70. HEARING RIGHT <b>15</b> / <b>15</b> SV LEFT <b>15</b> / <b>15</b> SV		71. AUDIOMETER 250 500 1000 2000 4000 8000 800 818 1024 1045 1050 1055 1060 1065 1070 1075 1080 1085 1090 1095 1100 1105 1110 1115 1120 1125 1130 1135 1140 1145 1150 1155 1160 1165 1170 1175 1180 1185 1190 1195 1200	
72. PSYCHOLOGICAL AND PSYCHOMOTOR (Tests used and score)		73. NOTES (Continued) AND SIGNIFICANT OR INTERVAL HISTORY		74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)	

(Use additional sheets of plain paper if necessary)

74. SUMMARY OF DEFECTS AND DIAGNOSES (List diagnoses with item numbers)

#59. Defective vision. R. 20/30; L. 20/30; Correctable to 20/20-1. MCD.

75. **Recommend follow up 100 about the middle of June 1955.**

76. EXAMINEE (Check) **Strenuous exertion.**

☒ IS QUALIFIED FOR  
☐ IS NOT

77. IF NOT QUALIFIED, LIST DISQUALIFYING DEFECTS BY ITEM NUMBER

78. TYPE OR PRINT NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

79. TYPE OR PRINT NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

80. TYPE OR PRINT NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

81. TYPED OR PRINTED NAME OF REVIEWING OFFICER OR APPROVING AUTHORITY

SIGNATURE

SIGNATURE

SIGNATURE

SIGNATURE

PHYSICAL PROFILE

P	U	L	H	E	S
PHYSICAL CATEGORY					
A	B	C	D	E	F

NUMBER OF ATTACHED SHEETS

ATTACHMENT TO STANDARD FORM 88  
(Revised July 21, 1952)

Report of Medical Examination

FOR INFORMATION AND GUIDANCE OF MEDICAL EXAMINER:

The following portions of the attached examination report form need not be completed:

2	67
3	68
11	69
14	71 (unless other
17	examination indi-
62	cates desirable)
65	72

Item 48, the electrocardiogram, is not required unless the examinee is over 35 years of age or unless other examination indicates such is desirable.

If the examinee is an applicant, the Chest X ray and blood type and Rh factor (Items 46 and 49) are not necessary unless the facilities for affording same are readily available to the examiner.

FOR ALL EXAMINEES, WHETHER CLERICAL OR SPECIAL AGENT APPLICANTS OR EMPLOYEES:

The medical examiner should answer the following question:

Examinee IS qualified for strenuous physical  
(is or is not)  
exertion. (Designate which)

FOR ALL MALE EMPLOYEES OR APPLICANTS:

The medical examiner is requested to answer the following:

Does examinee have any defects restricting or prohibiting his participation in defensive tactics and dangerous assignments which might entail the practical use of firearms?

NO

If answer is "yes" please specify.

IT IS ESSENTIAL THAT ALL STATEMENTS IN ITEMS 59, 61, 64 AND 70 PERTAINING TO VISUAL ACUITY, COLOR VISION AND HEARING BE COMPLETED IN DETAIL.

E. F. KLINE, CAPTAIN (MC) USN  
(Signature of Medical Examiner)

5-26-55

(Date)

67-204108 - 204

TJB

ENCLOSURE

July 11, 1955

Reverend John A. McIlloy  
Saint Andrew's Rectory  
632 North Jefferson Street  
Richmond 12, Virginia

Dear Father McIlloy:

I regret that I was not at my office on the occasion of your recent call, but your kind message was conveyed to me upon my return.

You may be sure it was a pleasure for Mr. Thomas E. Bishop, Assistant Special Agent in Charge of our Richmond office to have participated in the Holy Name Communion Breakfast program of your church on February 12, 1955.

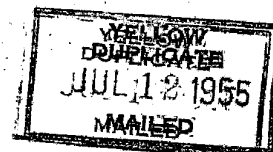
It was indeed thoughtful of you to call, and I know Special Agents Arthur T. Potter and George H. Fletcher will also be most appreciative of your generous comments.

Sincerely yours,

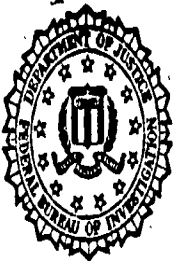
3 cc's - Richmond  
cc - Mobile

cc - Personnel file of SA T. E. Bishop  
cc - Personnel file of SA Arthur T. Potter  
cc - Personnel file of SA George H. Fletcher

53 JUL 18 1955







FD-253 (11-22-54)

UNITED STATES DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

In Reply, Please Refer to

File No.

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Assistant Director, Administrative Division, FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for a continuous period of two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Assistant Director of the Administrative Division of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Assistant Director of the Administrative Division, directing him to pay to the designated beneficiary the sum of \$10,000. The liability of the fund shall not under any circumstances exceed the amount of monies in the fund at the time any liability shall occur. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name [Redacted] Bishop Relationship Wife Date 5/20/55  
Address 528 Granite Ave, Richmond, Va. b6

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in the line of duty.

Name [Redacted] Bishop Relationship Wife Date 5/20/55  
Address 528 Granite Ave, Richmond, Va. 67-NOT RECORDED

6 JUN 21 1955

JUN 20 1955

Very truly yours,

Thomas E. Bishop  
Special Agent

**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

**REPORT OF PERFORMANCE RATING**

*11/26/55  
Chapman*

Name of Employee: THOMAS E. BISHOP

Where Assigned: RICHMOND

(Division)

(Section, Unit)

Payroll Title: ASSISTANT SPECIAL AGENT IN CHARGE - GS-14

Rating Period: from 4-1-55 to 4-12-55

ADJECTIVE RATING: SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

Employee's  
Initials

T&B

Rated by:

*James H. Gale*  
JAMES H. GALE

Special Agent in Charge

7-12-55

Title

Date

Reviewed by:

*J. P. Mohr*  
Signature

Title

Date

Assistant Director

JUL 18 1955

Rating approved by: 5

Signature

Title

Date

TYPE OF REPORT

( ) Official  
( ) Annual

67-204118-202  
Searched \_\_\_\_\_  
Numbered 176  
(x) Administrative  
( ) 60-day  
6 JUL 14 1955  
( ) Transfer  
FEDERAL BUREAU OF INVESTIGATION  
( ) Separation from service  
(x) Special

58 JUL 27 1955

RECORDED - 141

TERMINAL

*JPM/ph*

# PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee THOMAS E. BISHOPTitle Assistant Special Agent in Charge GS-14Rating Period: from 4/1/55 to 7/11/55

## RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).  
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).  
- Unsatisfactory.  
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out on the reverse of form FD-185.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out on the reverse of form FD-185.

- + (1) Personal appearance.  
+ (2) Personality and effectiveness of his personal contacts.  
+ (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).  
+ (4) Physical fitness (including health, energy, stamina).  
+ (5) Resourcefulness and ingenuity.  
+ (6) Forcefulness and aggressiveness as required.  
+ (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.  
+ (8) Initiative and the taking of appropriate action on own responsibility.  
+ (9) Planning ability and its application to the work.  
+ (10) Accuracy and attention to pertinent detail.  
+ (11) Industry, including energetic consistent application to duties.  
+ (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.  
+ (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'knowhow' of application.  
+ (14) Technical or mechanical skills.  
+ (15) Investigative ability and results:  
+ (a) Internal security cases  
+ (b) Criminal or general investigative cases  
+ (c) Fugitive cases  
+ (d) Applicant cases  
+ (e) Accounting cases  
+ (16) Physical surveillance ability.

- + (17) Firearms ability.  
+ (18) Development of informants and sources of information.  
+ (19) Reporting ability:  
+ (a) Investigative reports  
+ (b) Summary reports  
+ (c) Memos, letters, wires  
 (Consider: + conciseness, + clarity, + organization; + thoroughness; + accuracy; + adequacy and pertinency of leads; + administrative detail)  
0 (20) Performance as a witness.  
+ (21) Executive ability:  
+ (a) Leadership  
+ (b) Ability to handle personnel  
+ (c) Planning  
+ (d) Making decisions  
+ (e) Assignment of work  
+ (f) Training subordinates  
+ (g) Devising procedures  
+ (h) Emotional stability  
+ (i) Promoting high morale  
+ (j) Getting results  
+ (22) Ability on raids and dangerous assignments:  
+ (a) As leader  
+ (b) As participant  
+ (23) Organizational interest, such as making of suggestions for improvement.  
+ (24) Ability to work under pressure.  
+ (25) Miscellaneous. Specify and rate:  
+ Dictation ability  
+ Automobile driving ability

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Assistant Special Agent in Charge

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): Desk Man & Speaker

C. (1) Is employee available for general assignment wherever needs of service require? YES (If answer is not 'yes', explain in narrative comments.)  
 (2) Is employee available for special assignment wherever needs of service require? YES (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? NO (If so, explain in narrative comments.)

ADJECTIVE RATING: SATISFACTORY

Outstanding, Satisfactory, Unsatisfactory

THOMAS E. BISHOP  
Assistant Special Agent in Charge  
Richmond Division  
SPECIAL PERFORMANCE RATING

ASAC Bishop presents a very good personal appearance and has a very pleasing personality. He definitely has the knack of meeting people and makes a favorable impression on them. He gets along very well with law enforcement officers and leaders in the community. He has been ASAC of the Richmond Office since January 17, 1955. Prior to this time he was assigned as a Supervisor at the Seat of Government. He handles his work with a great deal of vigor and enthusiasm and is extremely conscientious. He devotes a substantial amount of his personal time to Bureau business. He has an excellent knowledge of Bureau policies and procedures. He is above average in intelligence and exercises very good judgment in connection with his assignments. He is rated excellent in dictation ability, handles a large volume of work and has been conscientious in securing adherence to deadlines.)

ASAC Bishop has handled the office on a number of occasions during my absence and has done so in a highly capable manner. He has displayed considerable initiative in connection with the handling of his assignments.)

ASAC Bishop is an excellent Bureau speaker and I have received some very favorable comments concerning some of the speeches which he has made. He has testified in Federal Court on many occasions and is a highly competent witness. He is in very good health and is fully qualified to participate in and lead raids and arrests of dangerous subjects. He is an administrative firearms man. His firearms scores are definitely above average and he has a working knowledge of defensive tactics. He is an Inspector's Aide and has had considerable experience in this regard. He definitely has demonstrated the ability to handle any type of complicated assignments. He has not as yet participated in the Bureau's Incentive Awards Program.

On April 11, 1955 it was necessary for the Bureau to place ASAC Bishop on probation for failure to detect errors in a number of reports which had been approved by him. In my opinion the letters of censure which ASAC Bishop received for approving reports improperly prepared were primarily caused by a tendency which he had to work too fast and also because of his limited experience in the field at that time.

I feel that ASAC Bishop has now completely overcome this tendency. It will be noted that on June 13, 1955 the Director commended the Richmond Office for having no letters of censure directed against any of its personnel for errors in correspondence during the month of May, 1955. It will also be noted that no letters of censure were received by any employees of this office for errors in correspondence during the month of June, 1955. Of course a major portion of credit for this achievement is due ASAC Bishop as he handles one of the two supervisory desks in this office. The Bureau's criticism of ASAC Bishop was very well accepted by him and he continued to manifest an excellent attitude.

ASAC Bishop (has administrative and executive ability, he is definitely loyal to the Bureau and is an asset to it. (He is interested in advancing in the Bureau's service) (In my opinion he has developed rapidly as an Assistant Special Agent in Charge and I consider him to be an excellent ASAC. I feel that he is very good SAC material and should be considered favorably for additional responsibility and advancement in the Bureau's service.)

He is entitled to a rating of Satisfactory.

JHG:GTC

*James H. Gale*  
JAMES H. GALE  
Special Agent in Charge

Employee's Initials TEB

## Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: 7-12-55

FROM: *JHG* SAC, RICHMONDPERSONAL AND CONFIDENTIALSUBJECT: <sup>0</sup> THOMAS E. BISHOP  
ASAC

Mr. Tolson	_____
Mr. Boardman	_____
Mr. Nichols	_____
Mr. Belmont	_____
Mr. Harbo	_____
Mr. Mohr	_____
Mr. Parsons	_____
Mr. Rosen	_____
Mr. Tamm	_____
Mr. Winterrowd	_____
Tele. Room	_____
Mr. Holloman	_____
Miss Gandy	_____

ReBulet April 11, 1955 requesting that a Special Performance Rating be submitted on Mr. Bishop in ninety days together with recommendations as to whether he should be removed from probation.

In accordance with Bureau instructions, there is attached hereto a Special Performance Rating on the above-captioned employee.

It is recommended, in view of the excellent attitude which he has manifested and because of the fact that he has been performing his duties in a highly efficient and most conscientious manner, that he be removed from probation at this time.

JHG:GTC  
Enclosure (1)

ENCL. (1)

(2)

*memo to make  
K. L. Removal  
7/25/55 JHG/wj*

RECORDED - 141

67-24466-203
Searched _____
Numbered _____
6 JUL 14 1955
FEDERAL BUREAU OF INVESTIGATION

5  
8 JUL 26 1955

SAC, RICHMOND

July 22, 1955

Director, FBI

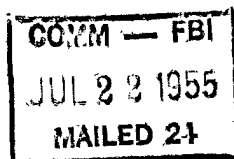
PERSONAL ATTENTION

0  
 THOMAS E. BISHOP  
 Assistant Special Agent in Charge  
 Physical Condition

- ( ) Rebutlet \_\_\_\_\_.
- (X) Reurlet 6-8-55 \_\_\_\_\_.
- ( ) Re Physical Examination \_\_\_\_\_.
- ( ) Advise Bureau of present weight without clothing.
- ( ) Advise Bureau if dental work has been completed.
- ( ) Advise Bureau if vision has been corrected to 20/20.
- ( ) Advise Bureau re physical condition.
- ( ) Advise Bureau condition of \_\_\_\_\_.
- ( ) Submit results of chest X ray immediately.
- ( ) Submit statement from doctor advising if Agent is qualified for strenuous physical exertion and the use of firearms.
- ( ) Submit Bureau of Employees' Compensation forms.
- (X) Submit results immediately.

Tolson \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

RWB/mrw  
 (2) *new*

REPLY: ATTENTION PERSONNEL SECTION

67-5471-204

Searched \_\_\_\_\_  
 Numbered \_\_\_\_\_

2 JUL 25 1955

FEDERAL BUREAU OF INVESTIGATION

*JPM*  
*WLD*  
*per 220*

58 JUL 26 1955

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Mohr

DATE: 7-20-55

FROM : H. L. Edwards *HLE*

SUBJECT: THOMAS E. BISHOP  
 Assistant Special Agent in Charge  
 Richmond Office  
 EOD 6-30-41; GS-14, \$10,535  
 Non-Veteran;

Tolson \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_

## RE: REMOVAL FROM PROBATION

This employee entered on duty 6-30-41 and is presently in Grade GS-14, \$10,535 per annum. He is being considered for removal from probation.

By letter dated 4-11-55 he was CENSURED and PLACED ON PROBATION for his inadequate supervision of the Selective Service Act, 1948 - Conscientious Objector case involving [redacted] It had been observed that he failed to assign leads for investigation at Bridgewater, Virginia, because he mistakenly believed that the Resident Agent at Manassas, Virginia covered the area of Bridgewater. Moreover, he did not detect this omission when he approved the report referring this case upon completion to the office or origin under date of 2-3-55. In addition, he failed to note that this report did not reflect the attitude of a person interviewed as to the disclosure of his identity in accordance with Bureau regulations. This was the fifth occasion during the past five weeks on which the Bureau had found it necessary to call his attention to his failure to detect errors in reports approved by him.

By letter dated 4-14-55 he was CENSURED for his inadequate supervision of a phase of the Theft of Government Property investigation involving [redacted] He reviewed and approved a report submitted under date of 3-3-55, although this report failed to contain in the title the status of the subject as a Government employee as required by existing regulations. Furthermore, the required blank memorandum concerning the subject was not transmitted to the Bureau for dissemination to the Government Agency employing the subject.

During a recheck inspection of the Richmond Office in March and April, 1955, Inspector Nugent said he made a favorable impression and appeared to have as good a knowledge of the duties of his position as could be expected. He was learning and needed additional experience. He had been ASAC since 1-17-55.

ROUTED - 103

67-204108-205

His daily average overtime for February, 1955 was 4 hours 51 minutes, for March was 5 hours 20 minutes, for April was 4 hours 25 minutes, for May was 3 hours 31 minutes, and for June was 3 hours 12 minutes.

FDH/wg (2)  
 Attachment

*Employee advised*  
 5/28/55  
 2/28/55  
 2/28/55

6 JUL 26 1955  
 FEDERAL BUREAU OF INVESTIGATION



On 7-12-55 SAC Gale rated him SATISFACTORY and said he was above average in intelligence and exercised very good judgment in connection with his assignments. He handled a large volume of work and had been conscientious in securing adherence to deadlines. He had displayed considerable initiative in connection with the handling of his assignments. He had administrative and executive ability and was interested in advancing in the Bureau's service. In the opinion of the SAC he had developed rapidly as an ASAC and was considered to be an excellent ASAC. In a separate communication the SAC recommended that he be removed from probation, in view of the excellent attitude which he had manifested and because of the fact that he had been performing his duties in a highly efficient and most conscientious manner.

RECOMMENDATION: It is recommended that ASAC Bishop be removed from probation at this time.

*J. J. [unclear]*  
*J. J. [unclear]*  
*7/21*  
*7/22*

A PERMANENT BRIEF OF HIS PERSONNEL FILE IS ATTACHED

July 25, 1955

~~PERSONAL AND CONFIDENTIAL~~

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Richmond, Virginia

Dear Mr. Bishop:

The Bureau is pleased to advise that you are being  
removed from a probationary status.

Sincerely yours,

John Edgar Hoover  
Director

cc - SAC, Richmond (Personal Attention)  
Movement n  
Leave n  
Wackerman n  
Usilton (sent direct)

FDH:R1

(7) RA

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

RECORDED - 143

COMM - FBI  
JUL 25 1955  
MAILED 19

53 JUL 28 1955

67-204108-206

Searched	Numbered
6 JUL 28 1955	143
FEDERAL BUREAU OF INVESTIGATION	

17

## Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: 7-25-55

FROM: SAC, RICHMOND

ATTENTION: PERSONNEL SECTION

SUBJECT: THOMAS E. BISHOP  
 ASSISTANT SPECIAL AGENT IN CHARGE  
 PHYSICAL CONDITION

ReBulet 7-22-55 and RH let 6-8-55.

ASAC Bishop reported to the U.S. Naval Hospital, Portsmouth, Virginia on June 23, 1955 for follow-up ECG and the results of this examination are contained in the attached letter from Captain E. F. KLINE (MC) USN dated July 18, 1955.

As suggested in Captain KLINE's letter, ASAC Bishop is being scheduled to return to the U.S. Naval Hospital for another ECG in September, 1955.

/GTC  
 Enclosure (1) <sup>144</sup> ENCL. (att)  
 (2)

RECORDED - 144

LEAD 15 JUL 27 1955

JUL 28 1 22 PM '55

67-204108-207	
Searched	_____
Numbered	61
6 JUL 27 1955	
FEDERAL BUREAU OF INVESTIGATION	

48  
 67 AUG 2 1955

*note in phy. sect.  
 RHB/gm*

*[Signature]*

U. S. NAVAL HOSPITAL  
Portsmouth, Virginia

In reply refer to

18 July 1955

Mr. James H. Gale  
Special Agent in Charge  
Federal Bureau of Investigation  
P. O. Box 2218  
Richmond, Virginia

Re: Thomas E. BISHOP

Dear Mr. Gale:

We have received and reviewed previous ECG tracings of 1953 and 1954, in the case of Mr. Bishop, and find that there are no diagnostic abnormalities.

We would appreciate, however, making another serial ECG in September.

Sincerely,

*E. F. Kline*  
E. F. KLINE  
CAPTAIN (MC) USN

SEARCHED.....	INDEXED.....
SERIALIZED.....	FILED.....
JUL 21 1955	
FBI — RICHMOND	

100-204108-207

SAC, <sup>0</sup>Richmond

7-22-55

Director, FBI

PERSONAL AND ~~CONFIDENTIAL~~

**INSPECTOR AIDES**

Listed below are the Agents assigned to your division who are active Inspector Aides. You should not offer for an inspection assignment any other Agent who may have been formerly an Inspector Aide. This list is subject to change inasmuch as the Bureau is constantly seeking to retain only the best qualified men for Inspector Aide duties and does not desire to use as Aides men who do not wish to advance administratively or men who have been subjected to recent serious administrative action. If any of the Aides listed below do not wish to advance administratively you should forthwith advise the Bureau. Your communication should be marked for the attention of the Training and Inspection Division.

~~T. E. Bishop~~

Claude A. ~~Bass~~  
W. Herschel ~~Gaver~~  
George R. ~~Fletcher~~  
Leonard M. ~~Walters~~

b6

EDM:hoo  
(4)

RECORDED - 142

67-102053-1354	
Searched	_____
Numbered	142
6 JUL 25 1955	
FEDERAL BUREAU OF INVESTIGATION	

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

53 JUL 28 1955

REC'D 6/22/55  
COMM-FBI  
JUL 22 1955  
MAILED 19

THU  
JUL 21 1955

Routing Slip  
FD-4 (8-18-54)

Date 7-28-55

To

☒ Director

FILE #

Att. ADMINISTRATIVE DIVISION

☐ SAC

Title ANNUAL LEAVE REQUEST OF  
ASAC THOMAS E. BISHOP

☐ ASAC

☐ Supv.

☐ Agent

☐ SE

☐ CC

☐ Steno

☐ Clerk

ACTION DESIRED

☐ Reassign to

☐ Initial & return

☐ Open Case

☐ Send Serials

☐ Search & return

☐ Expedite

☐ Submit report by

☐ Recharge serials

☐ Correct

☐ Prepare tickler

☐ Call me

☐ Return serials

☐ See me

☐ Submit new charge-out

☐ Acknowledge

☐ Type

☐ Leads need attention

☐ Bring file

☐ File

☐ Return with explanation or notation as to action taken.

Attached hereto are two copies of S.F. No. 71, submitted by ASAC THOMAS E. BISHOP, requesting annual leave.

Addendum: Address while on leave  
528 Granite Ave., Richmond, Va.

SAC

Richmond

53 AUG 9 1955

RECORDED-8  
3  
payroll

SAC, Richmond

September 27, 1955

Director, FBI

PERSONAL ATTENTION

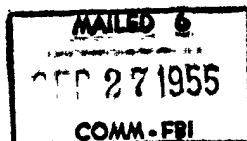
Thomas E. Bishop  
 Assistant Special Agent in Charge  
 Physical Condition

- ( ) Rebutlet \_\_\_\_\_.
- (x) Reurlet 7-25-55.
- ( ) Re Physical Examination \_\_\_\_\_.
- ( ) Advise Bureau of present weight without clothing.
- ( ) Advise Bureau if dental work has been completed.
- ( ) Advise Bureau if vision has been corrected to 20/20.
- ( ) Advise Bureau re physical condition.
- ( ) Advise Bureau condition of \_\_\_\_\_.
- ( ) Submit results of chest X ray immediately.
- ( ) Submit statement from doctor advising if Agent is qualified for strenuous physical exertion and the use of firearms.
- ( ) Submit Bureau of Employees' Compensation forms.
- (xx) Submit results of Electrocardiogram to Bureau immediately.

RWB/rel *rel*  
 (2)

*rel*

Tolson \_\_\_\_\_  
 Boardman \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Parsons \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
 Winterrowd \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Holloman \_\_\_\_\_  
 Gandy \_\_\_\_\_



67-204108-208	
Searched	132
Numbered	
1 SEP 28 1955	
FEDERAL BUREAU OF INVESTIGATION	

REPLY: ATTENTION PERSONNEL SECTION

1955

*Wm. J. St.*

## Office Memorandum • UNITED STATES GOVERNMENT

Mr. Tolson	_____
Mr. Boardman	_____
Mr. Nichols	_____
Mr. Belmont	_____
Mr. Tamm	_____
Mr. Mohr	_____
Mr. Parsons	_____
Mr. Rosen	_____
Mr. Tamm	_____
Mr. Sizoo	_____
Mr. Winterrowd	_____
Tele. Room	_____
Mr. Holloman	_____
Miss Gandy	_____

TO : Director, FBI

DATE: 9/23/55

FROM: SAC Richmond

SUBJECT: THOMAS E. BISHOP  
 Assistant Special Agent in Charge  
 Richmond Division.  
 Change in Home Telephone Number

*Completed  
 M. J. Foster  
 M. J. Hild*

This is to advise that effective September 26, 1955, the home telephone number of ASAC BISHOP is being changed to 87-2950. His home address remains the same.

TEB:MEW  
 (4)

EX-107 RECORDED

65  
 74 SEP 29 1955

26 SEP 5 1955

U.S. JUSTICE



## Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: 9-28-55

FROM: *JLB* SAC, RICHMONDATTENTION: PERSONNEL SECTIONSUBJECT: <sup>0</sup> THOMAS E. BISHOP  
ASSISTANT SPECIAL AGENT IN CHARGE  
PHYSICAL CONDITION

Mr. Tolson	_____
Mr. Boardman	_____
Mr. Nichols	_____
Mr. Belmont	_____
Mr. Harbo	_____
Mr. Mohr	_____
Mr. Parsons	_____
Mr. Rosen	_____
Mr. Tamm	_____
Mr. Sizoo	_____
Mr. Winterrowd	_____
Tele. Room	_____
Mr. Holloman	_____
Miss Gandy	_____

ReBulet 9-27-55.

Please be advised that it was not possible to schedule ASAC BISHOP for the electrocardiogram during September, 1955. He is scheduled to have this electrocardiogram on October 21, 1955 and the Bureau will be promptly advised of the results.

TEB:GTC

(2)

*Noted in  
Phys. Unit  
RWB:jum*

RECORDED-145

67-214118-209	
Searched	34
Numbered	
4 OCT 3 1955	
FEDERAL BUREAU OF INVESTIGATION	

<sup>6</sup>  
74 OCT 10 1955

*[Signature]*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: 11-3-55

FROM : SAC, RICHMOND

ATTENTION: PERSONNEL SECTIONSUBJECT: THOMAS E. BISHOP  
Assistant Special Agent in Charge  
Physical Condition

Re Richmond letter dated 9-28-55.

ASAC BISHOP reported to the U. S. Naval Hospital, Portsmouth, Virginia, on October 21, 1955, for re-examination by electrocardiography, and the results of this examination are contained in the attached letter from Captain G. G. BURKLEY, (MC), USN, dated October 31, 1955.

/SHW  
(3)Encl. (1) <sup>64</sup>INCL.

Noted in  
Phys Unit —  
RWB:jum

67-204108-210
Searched
Numbered 9
10 NOV 8 1955
FILED

86  
53 NOV 15 1955

U. S. NAVAL HOSPITAL  
Portsmouth, Virginia

Do not address the signer of this  
letter but address your reply to  
COMMANDING OFFICER  
U. S. NAVAL HOSPITAL .....  
and refer to No.

31 October 1955

Mr. James H. Gale  
Special Agent in Charge  
Federal Bureau of Investigation  
P. O. Box 2218  
Richmond, Virginia

Re: Thomas E. BISHOP

Dear Mr. Gale:

Re-examination by electrocardiography on 21 October 1955,  
reveals no abnormality and no significant change since that  
of 23 June 1955.

These findings would indicate that the electrocardiogram is  
now stable and within normal limits.

Very truly yours,

*G. G. Burkley*  
G. G. BURKLEY  
CAPTAIN (MC) USN  
Chief of Medicine

67-204108-210  
ENCLOSURE

SEARCHED.....	INDEXED.....
SERIALIZED.....	FILED.....
NOV 3 1955	
FBI - RICHMOND	

11/5/55

*[Handwritten signature]*

November 4, 1955

~~Personal and Confidential~~

Mr. Thomas E. Bishop  
Federal Bureau of Investigation  
Richmond, Virginia

Dear Mr. Bishop:

I am well pleased with the intelligent manner in which you aided in the direction of the investigation of the Bribery case involving [redacted] and others.

b6  
b7C

I am mindful that success achieved in this type matter requires detailed planning and thereafter precise execution of the adopted plan. Please accept my personal commendation for your creditable assistance in this matter.

Sincerely yours,  
J. Edgar Hoover

CC: SAC, Richmond (Personal Attention)

*[Handwritten initials]*  
LRH:jsf  
67-204108  
(4)

RECEIVED  
FBI  
NOV 11 4 14 PM '55  
RECEIVED  
FBI  
NOV 11 4 14 PM '55

Based on memo Evans to Rosen NOV 11/55 [redacted] bjp.

NOV 11 1955

Tolson \_\_\_\_\_  
Boardman \_\_\_\_\_  
Nichols \_\_\_\_\_  
Belmont \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Parsons \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tamm \_\_\_\_\_  
 Sizoo \_\_\_\_\_  
Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

COMM - FBI  
NOV 7 1955  
MAILED 20

76  
53 NOV 10 1955

RECORDED - 142  
*[Handwritten signature]*

67-204108-212

Searched \_\_\_\_\_  
Numbered \_\_\_\_\_  
2 NOV 11 1955  
FEDERAL BUREAU OF INVESTIGATION

67-204108-211  
THOMAS EDWARD BISHOP

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 11-18-55 BY 67-302951-153

[REDACTED]

b6

26 11-18-55

FEDERAL BUREAU OF INVESTIGATION  
U.S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

OCT 8 1955

TELETYPE

Mr. Tolson \_\_\_\_\_  
Mr. Boardman \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Belmont \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Parsons \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tamm \_\_\_\_\_  
Mr. Sizoo \_\_\_\_\_  
Mr. Winterrowd \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Holloman \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

BI, RICHMOND

10-31-55

8-18 PM

SHW

DIRECTOR, FBI

.. URGENT ..

(Thomas E. Bishop)

BRIBERY,

58-3717-14

CONSPIRACY. REMYTEL AND TELEPHONE CALLS TODAY. AUTHORIZED COMPLAINT FILED AGAINST [REDACTED] BY SA WOODROW P. LIPSCOMB BEFORE USC STANLEY KING, ALEXANDRIA, VA., AT ONE TWENTYONE A. M., OCT. THIRTY-ONE, CHARGING [REDACTED] WITH VIOLATION TITLE EIGHTEEN, SECTION TWO ZERO ONE, USC. AT SIX A. M., THIS MORNING I HELD A BRIEFING TO THOROUGHLY ACQUAINT AGENTS WITH THE FACTS IN THIS CASE AND THEIR RESPECTIVE ASSIGNMENTS IN CONNECTION WITH THE COVERAGE OF INSTANT PAYOFF. SUBSEQUENTLY AUSA RICHARD R. RYDER WAS ALSO BRIEFED AS TO SIGNALS TO BE USED BY HIM IN CONNECTION WITH FACILITATING OUR COVERAGE OF PAYOFF. APPROPRIATE POSITIONS WERE ASSUMED BY SA-S AT PAYOFF SPOT PRIOR TO PAYOFF TIME, AND AT SEVEN THIRTY A. M., AUSA RYDER APPEARED, LOBBY, JOHN MARSHALL HOTEL. WAS MET BY SUBJECT [REDACTED] AND LED TO CORNER OF LOBBY. AT THIS TIME I OBSERVED SUBJECT [REDACTED] TAKE SEVERAL PIECES OF PAPER FROM HIS WALLET AND HAND THEM TO AUSA RYDER. I THEN OBSERVED HIM TAKE WHAT APPEARED TO BE A SIZEABLE STACK OF CURRENCY AND HAND SAME TO RYDER. AT THIS TIME AUSA RYDER GAVE THE PREVIOUSLY ARRANGED SIGNAL THAT A PAYOFF HAD BEEN MADE, AT WHICH TIME I APPROACHED THE SCENE WITH OTHER AGENTS AND IMMEDIATELY PLACED SUBJECT [REDACTED] UNDER ARREST. RYDER IMMEDIATELY TURNED OVER TO SA-S TWO HUNDRED SIXTYFIVE DOLLARS IN CURRENCY AND CHECK IN AMOUNT OF SIX THOUSAND DOLLARS SIGNED BY SUBJECTS [REDACTED]

58 NOV 28 1955

END PAGE ONE

Mr. Rosen

Mr. Tamm

Mr. Mohr

PER FILES

[REDACTED] MADE PAYABLE TO THE PROVIDENCE FORGE ENTERPRISES. MR. RYDER ALSO TURNED OVER NOTE GIVEN HIM BY SUBJECT [REDACTED] WHICH b6  
STATED QUOTE WE HEREBY HAND MR. [REDACTED] FOR SERVICES RENDERED b7C  
SIX THOUSAND DOLLARS, SIGNED [REDACTED] AND [REDACTED]  
UNQUOTE. RYDER ADVISED ALL OF ABOVE ITEMS GIVEN HIM BY SUBJECT HUGHES,  
WHO INFORMED HIM HE WOULD CASH CHECK FOR RYDER AS SOON AS BANKS OPENED  
AND GIVE HIM THE SIX THOUSAND DOLLARS REPRESENTED BY CHECK IN CURRENCY.  
ABOVE ITEMS APPROPRIATELY MARKED AND HANDLED AS EVIDENCE AND CURRENCY  
HAS BEEN PLACED IN SAFETY DEPOSIT BOX AT VIRGINIA TRUST CO. SUBJECT  
[REDACTED] IMMEDIATELY TRANSPORTED TO RICHMOND OFFICE BY SA-S OF ~~REDACTED~~  
THIS OFFICE, PHOTOGRAPHED, FINGERPRINTED, AND INTERVIEWED. UPON IN-  
TERVIEW

[REDACTED] AT FIRST DENIED SEEING [REDACTED] LAST NIGHT. IT WILL BE  
NOTED HERE THAT [REDACTED] MISTRESS, MISS [REDACTED], CONTACTED  
[REDACTED] AT HIS HOME IN TAPPAHANNOCK, VA., AFTER MEETING WITH AUSA  
RYDER LAST NIGHT. [REDACTED] FURTHER DENIED MENTIONING [REDACTED] OR A TAX  
CASE TO AUSA RYDER AT ANY TIME. HE CLAIMED CURRENCY HE PAID RYDER  
WAS AN OLD DEBT DUE RYDER AND DECLINED TO OFFER EXPLANATION OF THE b6  
SIX THOUSAND DOLLAR CHECK. RYDER HAS ADVISED NO DEBT OWED HIM BY b7C  
SUBJECT [REDACTED]. [REDACTED] CLAIMED NOTE REGARDING SIX THOUSAND DOLLARS  
OVER SIGNATURE OF MR. AND MRS. [REDACTED] WAS HANDED RYDER THROUGH ERROR.

89 CORR PLS LINE 12 SHOULD BE "INTERVIEW,"

END PAGE TWO

PAGE THREE

[ ] GAVE SEVERAL OTHER CONFLICTING STATEMENTS AND THEN REFUSED TO ANSWER ANY FURTHER QUESTIONS. HE WOULD SIGN NO STATEMENT OF ANY KIND AND DEMANDED TO CONTACT HIS ATTORNEY, WHICH HE WAS IMMEDIATELY ALLOWED TO DO. PRIOR TO PAYOFF, SA-S OBSERVED CAR OF MISS [ ]

b6  
b7C

[ ] PARKED IN VICINITY OF JOHN MARSHALL HOTEL, OCCUPIED BY HER. IMMEDIATELY AFTER ARREST OF [ ], SHE VOLUNTARILY ACCOMPANIED AGENTS

TO RICHMOND OFFICE, AT WHICH TIME SHE WAS INTERVIEWED. ON INTERVIEW

[ ] RELATED SHE DROVE [ ] TO RICHMOND ON OCT. THIRTY LAST. SHE STATED [ ] TOLD HER HE WAS TO SEE RYDER TO TALK TO HIM ABOUT THE TAX CASE OF [ ] TO SEE IF HE COULD OBTAIN A POSTPONEMENT OR SEE IF HE COULD PERSUADE RYDER TO BE LENIENT ON [ ]. SHE STATED

[ ] MET RYDER TWICE DURING THAT EVENING, AND IMMEDIATELY AFTER THE LAST MEETING, SHE DROVE [ ] TO [ ] HOME IN TAPPAHANNOCK, VA. SHE

STATED SHE HEARD NO CONVERSATIONS BETWEEN [ ] AND RYDER OR BETWEEN

[ ] AND [ ]. SHE ADVISED [ ] TOLD HER [ ] WAS GOING TO PAY

[ ] SOME MONEY SAME NIGHT, AND [ ] ASSUMED IT WAS FOR TIMBER

b6  
b7C

[ ] WAS SELLING TO [ ]. SHE ALSO ADMITTED DRIVING [ ] TO

RICHMOND OCT. THIRTYONE INSTANT BUT CLAIMED DID NOT KNOW PURPOSE OF THIS TRIP. USA L. SHIELDS PARSONS AND AUSA JAMES R. MOORE CONFERRED WITH PRESIDING FEDERAL JUDGE ALBERT V. BRYAN SHORTLY AFTER INSTANT ARREST. AT THIS TIME JUDGE BRYAN WAS INFORMED OF FACTS OF CASE, AT HIS REQUEST, AND STATED IT WAS HIS OPINION THAT TRIAL OF TAX CASE

END PAGE THREE



PAGE FOUR

SHOULD BE CONTINUED. AFTER BEING INFORMED OF FACTS, BRYAN ADVISED HE WAS ONE HUNDRED PER CENT IN ACCORD WITH HANDLING OF CASE BY USA-S OFFICE AND FBI, AND HE CONSIDERED INSTANT BRIBERY CASE MORE IMPORTANT THAN TAX EVASION CASE. BRYAN ADVISED HE DESIRED COUNSEL FOR [REDACTED] AND WIFE BE NOTIFIED OF ATTEMPTED BRIBE WITHOUT DISCLOSURE OF SUBJECT [REDACTED] IDENTITY, AND THAT HE THEREAFTER DESIRED AUSA MOORE TO ENTER MOTION FOR GENERAL CONTINUANCE OF TAX EVASION TRIAL. HE ALSO INSTRUCTED THAT NO PRESS RELEASES BE MADE CONCERNING ANY PHASE OF CASE UNTIL AFTER MOTION FOR CONTINUANCE IN TAX CASE HAD BEEN ARGUED AND ACTED UPON. BRYAN ADVISED HE WAS WILLING, IN ABSENCE OF USC, RICHMOND, DUE TO ILLNESS, TO ISSUE WARRANTS FOR ARRESTS OF [REDACTED] [REDACTED], AND THAT HE WOULD ARRAIGN ALL THREE SUBJECTS IN ABSENCE OF USC, IMMEDIATELY AFTER MAKING DECISION ON CONTINUANCE OF TAX CASE. JUDGE BRYAN SUBSEQUENTLY GRANTED GOVERNMENT INDEFINITE CONTINUANCE IN TAX EVASION CASE, AND IMMEDIATELY THEREAFTER AUTHORIZED COMPLAINTS FILED WITH JUDGE BRYAN CHARGING ALL THREE SUBJECTS WITH SUBSTANTIVE BRIBERY OFFENSE AND CONSPIRACY. JUDGE BRYAN THEREAFTER ISSUED WARRANTS FOR ARRESTS OF ALL THREE SUBJECTS. WARRANTS WERE IMMEDIATELY THEREAFTER EXECUTED, AND SUBJECTS APPEARED BEFORE JUDGE BRYAN, WAIVED PRELIMINARY EXAMINATION, AND BOND WAS SET BY HIM AT TWENTY THOUSAND DOLLARS EACH. AT THIS TIME JUDGE BRYAN ORDERED AUSA MOORE TO RE-CONVENE GRAND JURY TO MEET WEDNESDAY, NOV. TWO NEXT, FOR SPECIAL PURPOSE OF HANDLING INSTAN<sup>1</sup>

END PAGE FOUR

b6  
b7c

PAGE FIVE

BRIBERY CASE. IN CONNECTION WITH FILING OF COMPLAINT BEFORE JUDGE BRYAN, BRYAN ORDERED ASAC THOMAS E. BISHOP, WHO SIGNED COMPLAINTS, TO TAKE WITNESS STAND TO TESTIFY AS TO VALIDITY OF FACTS CONTAINED IN COMPLAINT . ASAC BISHOP NOT CROSS EXAMINED. BUREAU APPROVED JOINT PRESS RELEASE BY AUSA MOORE AND MYSELF WAS RELEASED BY ME TO FOLLOWING NEWSPAPERS, A. P. AND U. P. REPRESENTATIVES, RICHMOND TIMES DISPATCH, RICHMOND NEWS LEADER, NORTHERN NECK NEWS, WARSAW, VA., AND TAPPAHANNOCK-RAPPAHANNOCK TIMES. LATTER TWO PAPERS ARE WEEKLIES BUT ARE LOCATED IN GENERAL VICINITY OF HOMES OF SUBJECTS. SIGNED STATEMENT HAS BEEN TAKEN FROM AUSA RYDER SETTING FORTH COMPLETE DETAILS CONCERNING THE ENTIRE MATTER. IT WAS ORIGINAL INTENTION OF THIS OFFICE TO SUBMIT MONEY AND OTHER DOCUMENTARY EVIDENCE TO SINGLE FINGERPRINT SECTION FOR LATENT FINGERPRINT EXAMINATION, HOWEVER, AUSA MOORE REQUESTED THIS EVIDENCE BE HELD IN RICHMOND UNTIL AFTER GRAND JURY HEARING NOV. TWO NEXT, AT WHICH TIME IT WILL BE SUBMITTED FOR APPROPRIATE EXAMINATION. END PAGE FIVE

PAGE SIX

IN VIEW OF THE INTELLIGENCE AND GOOD JUDGMENT DISPLAYED, AND THE GENERALLY OUTSTANDING MANNER IN WHICH THE FOLLOWING AGENTS HANDLED THE FOLLOWING ASSIGNMENTS IN CONNECTION WITH INSTANT CASE, I STRONGLY RECOMMEND THEY BE SENT LETTERS OF COMMENDATION BY THE DIRECTOR.

SA-S RANDOLPH E. TROW AND U. LEROY SWEENEY IN COVERING MEETING BETWEEN AUSA RYDER AND SUBJECT [ ] ON NIGHT OF OCT. THIRTY LAST REGARDING BRIBERY OFFER. SA-S U. LEROY SWEENEY AND CHARLES F. HEINER FOR HANDLING SPOT CHECK OF SUBJECT FOLLOWING DISCUSSION OF BRIBERY OFFER BY SUBJECT [ ] WITH RYDER, WHICH SUBSEQUENTLY HELPED ESTABLISH THAT SUBJECT [ ] PROCEEDED FROM MEETING WITH AUSA RYDER AND IMMEDIATELY CONTACTED SUBJECT [ ]. SA-S LEONARD M. WALTERS, MARK D. WILKINS, RANDOLPH E. TROW, U. LEROY SWEENEY, AND ASAC THOMAS E. BISHOP FOR THE SUCCESSFUL COVERAGE OF PAYOFF. I FEEL THAT ASAC BISHOP SHOULD BE PARTICULARLY COMMENDED FOR THE VERY ABLE AND HIGHLY EFFICIENT ASSISTANCE WHICH HE RENDERED IN VARIOUS PHASES OF THE PLANNING AND EXECUTION OF THIS CASE. FOR THE BUREAU'S INFORMATION, I PERSONALLY SUPERVISED THE ENTIRE INVESTIGATION VERY CLOSELY FROM ITS INCEPTION, INCLUDING THE PLANNING OF THE PAYOFF COVERAGE, THE DEALINGS BETWEEN THIS OFFICE AND THE U. S. ATTORNEYS OFFICE, AND PERSONALLY DIRECTED THE SURVEILLANCE AND ARREST AT THE PAYOFF SCENE.

b6  
b7c

G A L E

END

CC: MR. ROSEN  
ADMINISTRATIVE  
INVESTIGATIVE DIVISION

cc: Mr. Gamm  
cc: Mr. Mohr

8-52 PM OK FBI WA RD

Called Ident

M. S. Davis

By R. W.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Rosen

DATE: November 1, 1955

FROM : C. A. Evans

SUBJECT:

BRIBERY; CONSPIRACY

Tolson	_____
Boardman	_____
Nichols	_____
Belmont	_____
Harbo	_____
Nease	_____
Parsons	_____
Rosen	_____
Tamm	_____
Sizoo	_____
Winterrowd	_____
Tele. Room	_____
Holloman	_____
Gandy	_____

b6  
b7C

SAC, Richmond, recommends letter of commendation for ASAC Thomas E. Bishop and 5 Special Agents assigned to Richmond Division for their intelligent and capable handling of assignments in connection with captioned case. Investigative Division concurs and also recommends that SAC J. H. Gale, Richmond, be commended.

Subject [ ] made bribery offer to Assistant United States Attorney Richard R. Ryder, Richmond, night of October 30, 1955. Conversation overheard by Special Agents secreted in office adjoining Ryder's. Ryder is handling \$100,000 tax fraud case involving the [ ] and payoff offer made to him to "control" prosecution of case.

b6  
b7C

Richmond secured process for arrest of [ ], covered payoff on morning of 10-31-55 and arrested [ ] on spot. Other evidence obtained indicating involvement of [ ] and they also were arrested on 10-31-55 by Richmond Office. All subjects charged with violations of Bribery and Conspiracy Statutes and are being held in lieu of \$20,000 bond each. Authorized press release made by Richmond Office.

SAC Gale recommends letters of commendation for intelligence and good judgment displayed in handling of various phases of this case by ASAC Thomas E. Bishop and SA's Randolph E. Trow, U. Leroy Sweeney, Charles F. Helner, Leonard M. Walters and Mark D. Wilkins.

RECOMMENDATIONS - 2:

1. Investigative Division agrees that ASAC Bishop and five Special Agents named above should be commended.

53 NOV 16 1955 72

CC - Administrative Division  
EFK:md:bjp  
(7)

105,053-1369

Memorandum to Mr. Rosen

2. It is noted SAC J. H. Gale personally supervised this entire matter from its inception. In addition, he personally directed the surveillance and arrest of [redacted] at the payoff scene. Investigative Division recommends letter of commendation for SAC Gale.

b6  
b7C

*done -  
dld/j  
11-4-57*

*EPR [initials]*

*R [initials]*

*gaw  
[initials]*

FEDERAL BUREAU OF INVESTIGATION  
FOIPA  
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

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